

Supplemental Questionnaire
Transit Integration Project Manager – Extra Help

This questionnaire is intended to supplement your resume and will be used for further evaluation of your education, training and experience as it relates to the Transit Integration Project Manager – Extra Help position for which you are under consideration.

Please fill out the questionnaire completely even if this information is included in your resume.

1. Please describe your experience managing consultant contracts for planning, transit studies, public engagement, marketing, technology, or other relevant work. Include how many years of project management experience you have, size of contracts managed, and parties involved in contracts under your management.
2. Please describe your experience supporting or managing technical service planning, public engagement, and/or marketing efforts. In your answer, please include the following: your title and employer where you gained the experience; the purpose, size, scope, budget, and deliverables of the projects; your role in the projects; internal and external stakeholders involved in the projects; types of contractors used, and phases of the projects/programs you were directly responsible for managing.
3. Please describe your experience facilitating multi-agency collaborative projects/programs. Please be specific about your role in the process, parties involved, and the size and complexity of the projects/programs.
4. Please describe your experience writing staff reports, MOUs, and agreements.