

Position Identification			
Position Title	Manager, Fleet Planning		
Position Replaces	Manager, Fleet Planning and Business Support		
Position Level	Manager	Position Code	1388
Pay Band	Exempt Band 6	Revision Date	Jul-26
Supervisor Title	Director, Integrated Asset Planning	Sup. Position Code	TBD
Additional Requirement	CRC	N/A	
Exclusion Rationale	On File	On-Site Requirement	1 day/ week
Division	Asset Management		

Organizational Description
BC Transit is a provincial crown corporation responsible for the overall planning and delivery for all of the different municipal transportation systems within British Columbia, outside Greater Vancouver. Our Mission: Delivering transportation services you can rely on

Department Summary
Integrated Asset Planning is accountable for establishing the strategic foundation for BC Transit's asset investments, ensuring asset plans are aligned with the corporate strategic plan, corporate business plans, service priorities, funding programs, and sustainability objectives. As the cornerstone of the division's future state, the department integrates long-range planning across fleet, facilities, and infrastructure and brings together asset strategy, scenario-based prioritization, investment planning, and indicative design/engineering to enable effective downstream project delivery. The department also leads divisional performance measurement, reporting, and risk monitoring, and establishes a high-level framework for key governance, integration points, and handoffs with internal and external partners.

Job Overview

Reporting to the Director, Integrated Asset Planning, the Manager, Fleet Planning is accountable for fleet strategies, plans, and acquisition programs across all vehicle categories, ensuring alignment with organizational objectives, capital planning, environmental commitments, and evolving technology platforms. This role leads long-range fleet planning, zero-emission transition planning, business case development, and industry engagement. The role serves as BC Transit's lead authority on fleet strategy, providing evidence-based advice and recommendations to support executive and governance-level decisions. The position also provides strategic oversight of the team responsible for provincial fleet allocations, fleet moves, asset administration, and fleet budgeting.

The phased adoption of new fleet technologies is a key focus of this role, requiring the Manager to have an organization-wide approach for development across 48 transit systems with diverse fleet and service needs.

Key Accountabilities and Expectations

Key Accountability	Expectation
Fleet Strategy & Planning	• Leads fleet strategy, acquisition plans, and transition planning for BC Transit's provincial fleet • Leads strategic planning for zero-emission fleets, ensuring a holistic approach which considers Fleet, Infrastructure, Operations, and IT systems • Develops comprehensive strategies for each fleet category to address business needs and organizational objectives • Develops transit system tier-based strategies that consider Fleet, Infrastructure, Operations, and IT systems • Develops transit system-specific fleet transition plans, including bus deployments aligned with supporting infrastructure, operations, and IT • Develops long-term fleet plans, cost estimates, and investment recommendations for organizational approval, funding submissions, and capital plans • Establishes the strategic framework for transit system fleet allocations and oversees alignment of fleet delivery activities with long-range strategy and capital plans • Defines information inputs, evaluates options, and recommends preferred approaches for organizational approval, funding submissions, and capital planning
Fleet & Technology Assessment	• Prepares assessments of fleet needs and performance to support evidence-based decision making • Conducts scenario and options analysis for different fleet platforms and technologies, including impact assessments on total cost of

	ownership, service requirements, greenhouse gas emissions, market segment conditions, and vehicle capabilities • Leads technology reviews, analyses, and recommendations to inform strategy, investment decisions, and executive-level discussions
Business Cases Development	• Leads the development and endorsement of business cases for major fleet investments and projects; oversees handover to fleet capital project delivery teams • Incorporates requirements from internal stakeholders to ensure project scopes are comprehensive and decision-ready
Fleet Administration Oversight	• Provides strategic oversight of fleet administration functions to ensure fleet administration decisions are aligned with long-range fleet strategy, capital planning, and organizational priorities • Establishes and endorses the strategic frameworks, guidelines, and governance models that direct BC Transit's fleet administration program, including spare ratio guidelines, contingency fleet strategy, and fleet composition principles • Provides escalation authority for exceptions, cross-divisional impacts, and decisions with strategic, financial, or reputational implications beyond established guidelines • Reviews and endorses recommendations from the Supervisor, Fleet Administration for presentation to the System Steering Committee, eSLT, and other executive forums • Ensures fleet administration outputs (fleet data, reporting, budget forecasts) integrate into the long-range fleet plan, capital plan, and corporate decision-making processes
People Leadership	• Provides oversight and leadership of the team, including recruitment, scheduling, work allocation, and performance review, while coaching and managing direct reports to ensure effective team performance, alignment with organizational objectives and BC Transit's values, and supporting employee development through identifying skill gaps, fostering engagement, and enabling career growth
Stakeholder & Industry Engagement	• Leads enterprise-wide stakeholder engagement to build alignment and consensus on fleet strategies and major initiatives. • Forms and leads cross-divisional strategy and pre-business-case working groups to develop options, requirements, and endorsement for major fleet initiatives • Engages with industry working groups and maintains a network of industry contacts to support information sharing and inform strategy development • Provides updates, analysis, and recommendations to senior leadership teams, steering committees, and governance bodies on progress, risks, issues, and investment trade-offs

	Leads presentations, communication packages, workshops, and senior leadership discussions to build organizational consensus for strategic decisions
Financial Responsibility	- Manages department annual budget, ensuring alignment with organizational priorities - Monitors and controls departmental expenditures to ensure compliance with approved financial plans - Leads the development of inputs for the 10-year fleet capital plan - Leads strategic financial analysis, total cost of ownership, and net present value analyses to support fleet acquisition strategies, investment recommendations, and major capital decisions - Endorses NPV repair-vs-replace recommendations for fleet units with cross-divisional or capital plan implications
Additional Duties	- Identifies and implements opportunities for continuous improvement and workflow efficiency - Performs related duties in keeping with the purpose and accountabilities of the job

Summary of Qualifications and Job Specific Competencies	
Education	Post secondary degree in Engineering, Business Administration, or a related field
Experience	- Eight (8) years of related experience in fleet management, transportation planning, or asset management - Five (5) years leading a team in a complex unionized environment - Experience in strategy development and leading multi-disciplinary project teams - Demonstrated ability to influence senior decision-makers and build alignment among diverse stakeholders on complex, high-value investment decisions - Experience with business case development and analytics, including budget development, total cost of ownership, and scenario modelling - Knowledge of fleet planning principles, strategies, and market trends in public transportation - Knowledge of fleet platforms, zero-emission technologies, and emerging transit vehicle technology - Knowledge of corporate strategies, functions, and programs, and of relevant policies, procedures, and legislation - An equivalent combination of education and experience may be considered
Key job-specific competencies	Ability to lead and motivate their teams, fostering a collaborative and high-performance culture.

	• Ability to develop and implement strategic plans that align with organizational goals and industry trends • Deep knowledge of fleet planning, strategies, and market trends in public transportation • Deep knowledge of fleet platforms and technology • Experience in leading change management initiatives and integrating new processes. • Demonstrates the ability to analyze complex problems, identify root causes, and develop effective solutions. • Expertise in cost forecasting, budgetary control, and financial analysis. • Skilled in planning and coordinating various programs to ensure alignment with organizational goals. • Proficient in data management and analytics to support decision-making and business activities. • Demonstrates competency in systems analysis to develop and improve processes and procedures; understands and applies Lean practices to solve business process problems
Willingness Statement	• Occasional travel may be required, potentially a few times each year