

Job Title	Engineer	Post Number	
Department	E&CS	Division	StreetCare, Transport and Waste
Section/Team	Engineering Generic	Reports to	
Career Family	Technical, Enforcement and Regulations	Role Profile No.	TER06 Hay Grade 6

Context

About the role

Reporting on a day to day basis to a specific Senior Engineer, or Principal Engineer, the post holder will be responsible for the provision of expert technical advice and support as part of a team undertaking infrastructure asset management service delivery including assessments, outline/detail design, implementation, and monitoring of programmes and specific projects or activities.

The post holder will provide guidance to non-qualified/part qualified staff, graduates and apprentices as required.

The post holder will be responsible for planning and delivering small and medium sized projects or schemes on a regular basis and will also be involved in major schemes.

The post holder will regularly lead outline design or detail design of both major and minor schemes and projects that may include maintenance and improvements schemes or programmes.

The post holder will be required to prepare and present reports and technical briefing papers that support proposed asset/ service provision solutions.

The post holder will provide specialist advice and guidance on technical aspects of the role to colleagues and/or customers.

The post holder must ensure that the Council meets its obligations in law and provides an environment that is safe and efficient while considering conserving and enhancing the environment.

The post holder must establish and maintain effective working relationships with stakeholders, both external and internal

The post holder will take a leading role in representing the team or Council's interest when required to do so.

Physical Effort and Working Environment (other than in a normal office environment)

Making site visits, construction sites, and other locations as appropriate. On occasions may be required to be full time site based with weekend and overnight working

About the team

Engineers will work in either the Asset and Infrastructure or Design and Operations Teams.

The Asset and Infrastructure Group focuses on the strategic asset management of public infrastructure assets. The Group is responsible for delivering cost effective fit for purpose

services via the management, improvement, and administration of Highways, Community Spaces and Flood management assets and responsibilities. The Team is responsible for maintaining quality and performance of services.

The Design and Operations Group focuses on designing and delivering cost effective highway maintenance, improvement programmes, street lighting Grounds maintenance, and Street Cleansing. Operations will deliver schemes delivered through a direct front line service supported by a range of supply chain partners. Supply chain partners are managed through a contract relationship.

All Teams within A&I and D&O receive a range of enquiries, instructions and requests for service relating to their respective technical areas. The teams need to make assessments and decisions on prospective courses of action in line with the asset management strategy. Legislative responsibilities and service improvement and business planning principles of the Section and Council.

About the wider section/function

The A&I group and D&O group make up the StreetCare element of the Environment and Community Directorate division of StreetCare, Transport, and Waste.

StreetCare manages, maintains, administers and improves all the public realm infrastructure and related street scene services.

StreetCare Transport and Waste is the arm of the Council that manages, maintains, administers and improves; Highways, Community Open Space, Flood Management and Local Land Drainage Infrastructure, StreetScene Services, Waste management and Public Transport.

The ECS Directorate also comprises of Planning, Safer Stronger Community, Transport & Strategic Projects (Infrastructure) and StreetCare, Transport and Waste.

StreetCare Transport and Waste works closely with the whole ECS Directorate to ensure they collectively deliver the councils aims and objectives in an efficient and effective way.

Problem solving and decision making examples

The post holder will carry out in-depth and detailed assessments, inspections, and investigations that will lead to identifying appropriate asset and service provision solutions to specific issues.

In order to effectively carry out the design of maintenance or improvement schemes the post holder must analyse and assess relevant complex data e.g. operational constraints, CDM, road safety, traffic analysis, whole life costing, effect on road users and communities.

The post holder is required;

- to consider and put forward design, operational and implementation options;
- to make on-site supervision decisions;
- to negotiate and make decisions with other department's developers, other agencies and their consultants and contractors to ensure that highway works are designed and constructed in accordance with appropriate standards and agreements.

Role Purpose

To provide technical expert advice and support, working with a range of internal, external customers and partners as part of a specialist team. Ensure that the Council's statutory duties and policies are implemented and enforced and/or provide specialist technical input to Council policy making.

Key Responsibilities

Provide specialist advice to customers on interpreting and applying policies and technical principles ensuring that effective customer relationships are established and maintained by giving clear and accurate advice quickly, making sure that the Council is aware of any implications, risks and benefits and that policy proposals are developed. If relevant, provide expert witness evidence.

Ensure and enforce compliance with department and Council policies, regulations and codes of practice.

Prepare and present reports as required on a range of technical issues ensuring that they meet Council guidelines, are completed on time and the Council's position is advocated.

If relevant: assist in the supervision and development of a team. Co-ordinate, allocate and check the work of teams, ensuring that performance objectives are achieved and team work is effective

Give technical guidance and training to team members and other colleagues and partners as required.

Develop solutions and put forward recommendations to resolve to issues, ensure that they are successfully implemented and that service regulations and codes of practice are adhered to.

Input into service plans procedures and systems of work and propose changes to ensure the efficiency and effectiveness of the service.

If relevant: plan and monitor spending from technical budgets

Be the Council's expert witness as and when required

Contacts and Relationships

To collaborate with team members on service provision providing support and advice as necessary.

You will work with internal and external contacts, customers, colleagues and teams to explain technical policies and standards and the need for compliance with them.

You will also present the Council's case to customers and contacts; negotiating and persuading to agree satisfactory outcomes.

Work Planning, Procedures and Organisation

You will work within Council and professional legislations, regulations and codes of practice.

You will apply specialist and detailed knowledge.

You will develop best practice approaches.

You will create specialist reports with an impact on Council operations and organisations outside the Council.

Plan and organise own and if relevant team work.

Knowledge, Skills and Experience

1. You will have a relevant professional or equivalent degree level qualification or equivalent relevant experience.
2. You will have relevant practical experience, backed by evidence of appropriate specialist knowledge.
3. You will demonstrate authoritative knowledge of the specialist area.
4. You will have good persuasion and influencing skills.
5. You will have experience of planning work activities within general professional guidelines and/or Council's policies.
6. You will demonstrate knowledge in the use of appropriate software packages including in house systems.
7. You will be able to determine your own priorities in dealing with competing workloads
8. Good verbal and written communication skills
9. Where appropriate you will have some financial experience or training to manage budgets.
10. If relevant: you may have experience of and the ability to supervise and develop a team.

Problem Solving

There are varied, established procedures and standards in place to guide your thinking in how to resolve problems

How you tackle different situations will be based on choosing the correct solution for the problem using your previous experience and knowledge. Problems tend to fall within the boundaries of your own experiences. Solutions can be tested to see whether the answer is right or wrong within a fairly short timescale.

Supervision relating to problems is available.

Facts and Figures

Numbers of staff managed/supervised

Coordinate and supervise a number of staff and activities within the wider team as directed by the Principal/Senior Engineer.

The post holder may be required to assist with the development and mentoring of more junior members of the team e.g. graduates/Apprentices

Size of budget directly controlled or otherwise held by the job holder (please specify in what capacity) or which the job holder has influence over (please specify)

Monitoring and assisting with the management of service budgets or engineering projects of various values as delegated by the Senior/Principal Engineer with a specific budget to be determined

Number of enquiries/items processed

The post holder will be required to deal with any requests for service through a variety of mediums such as email, social media, and letters relating to the service area or schemes being delivered.

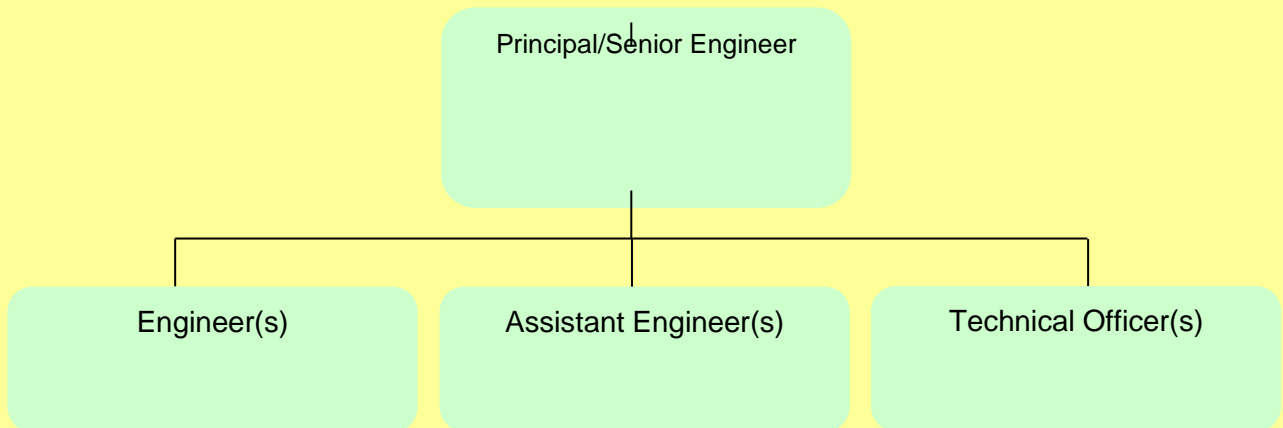
Value of projects/contracts that the job holder manages/supervises or is involved with (state level of involvement)

The post holder will be raising orders, and monitoring all aspects of the service and/or projects and/or budgets

Size, complexity and number of cases/number of clients allocated

Medium to Large schemes with high level of complexity with multiple clients

Organisation Chart



Person Specification

Please ensure that each of the below match to a number in the knowledge skills and experience section above, and include the relevant number below.

Essential

1. Professionally qualified (e.g. I.Eng) and/or relevant degree or equivalent. Alternatively you must be able demonstrate equivalent technical and engineering experience.

1 You must be able to demonstrate a commitment to personal continuing professional development.

2. Be able to demonstrate a practical knowledge of highway infrastructure as it relates to technical specifications, legislation and codes of practice

5 Experience in recent working with CAD products or other similar work packages

8 be able demonstrate experience of writing technical reports and presenting to a range of audiences such as fellow professionals along with elected members/councillors

3, 4 5 7. Experience of co-ordinating and delivering engineering programmes and projects to meet clearly define outcomes and outputs often dealing with the need to tackle conflicting prioritise

Desirable

1 MSc/C.Eng

6 Knowledge of local government structure, process, rules and regulations

7. Leading with the delivery of technical reports or presentations in public forums or similar

1. NVQ level 4

February 2017