

Directorate: Growth, Environment and Transport

Unit/Section: Highways & Transportation

Grade: KR9

Responsible to: Highway Manager

Purpose of the Job:

The postholder will provide engineering advice for the maintenance of highways infrastructure liaising with and supporting Highway Inspectors and Highway Stewards and working closely across Highways & Transportation. The postholder will be expected to provide sound technical advice within the highways maintenance remit, giving a high level of customer care to both internal and external customers. A key aspect of the role will be to support, with Stewards, the triage and decision making for drainage and soft landscape enquiries and ensure efficient resolution and where necessary escalate the fault to the Drainage or Soft Landscape team.

The postholder must be prepared to undertake work outside normal office hours in the interests of the service, such as for an emergency

Main duties and responsibilities:

1. Arranging for minor works and operational maintenance activities identified in the annual programme to be carried out; ensuring that technical standards are complied with; agreeing payment for work.
2. Packaging works identified by Highway Inspectors and Highway Stewards for target costing/external tendering; monitoring budgets and programmes
3. Co-ordinate drainage and soft landscape enquiries within the district in close liaison with Highway Stewards and the drainage team.
4. Preparation of Health and Safety Plans and risk assessments, and ensuring that all works on site are carried out in a safe manner and in accordance with Health & Safety policies and good practice.
5. Assessment of condition of highways, recommending and designing future works for all assets and preparation of maintenance bids in conjunction with Programmed Work.
6. Routine auditing of highway inspections to ensure that safety inspections are carried out on time, liaising as necessary with the Risk Advisor and Insurance team.
7. Providing information for KPIs as required

8. Liaising with members of the public, elected Members, Parish Councils, contractors and emergency services as required, and in accordance with KHS Customer Care policies.
9. Ensure contract compliance in all elements of work.

This job description is provided to assist the job holder to know what their main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

Kent County Council

Person Specification: *Highway Engineer*

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
QUALIFICATIONS	A-Levels/OND/ONC/BTEC in civil engineering or related subject. Willingness to train towards membership of relevant professional body.
EXPERIENCE	Proven experience of general highway engineering experience and the use of relevant computer applications Some experience of target costing and asset management techniques
SKILLS AND ABILITIES	Excellent communication and inter personal skills, with ability to deal with the public in difficult circumstances An aptitude for the use of various computer systems. Familiar with specialist software
KNOWLEDGE	Knowledge of relevant standards, national and local guidelines. Understanding of the role and responsibilities of the Highway Authority and of Local Government. Working knowledge of CDM regulations and risk assessments.
KENT VALUES AND CULTURAL ATTRIBUTES	<p>Kent Values:</p> <ul style="list-style-type: none"> • We are brave. We do the right thing, we accept and offer challenge • We are curious to innovate and improve • We are compassionate, understanding and respectful to all • We are strong together by sharing knowledge • We are all responsible for the difference we make <p>Our values enable us to build a culture that is:</p> <p>Flexible/agile - willing to take (calculated) risks and want people that are flexible and agile Curious - constantly learning and evolving Compassionate and Inclusive - compassionate, understanding and respectful to all Working Together - building and delivering for the best interests of Kent Empowering - Our people take accountability for their decisions and actions Externally Focused - Residents, families and communities at the heart of decision making</p>