

Kent County Council

Job Description: *Carriageway Asset Preservation Team Manager*

Directorate:	Growth, Environment and Transport
Unit/Section:	Highways and Transportation – Highways Team
Grade:	KR11
Responsible to:	Strategic Asset Manager

Purpose of the Job:

Using excellent technical, management and people skills you will lead a professional team of pavement engineers to deliver KCC's carriageway asset preservation service, balancing asset management principles, network condition and local needs.

Main duties and responsibilities:

1. Lead a team of engineers responsible for delivering a carriageway asset preservation programme, balancing asset management principles, network condition and local needs.
2. Liaise with our supply chain and industry bodies to ensure that you are aware of latest innovations and best practice, as it relates to asset management and engineering techniques. Support the appropriate trialling of new materials and techniques both within the section and wider KCC Highways
3. Responsible for ensuring that all after survey feedback, complaints/comments, enquiries on the programme are fully investigated and completed in a timely and efficient way, learning from the customer experience and improving the process.
4. Be fully conversant with and contribute to the formulation of procurement, asset management and programme management guidance documents.
5. Ensure that Parish Councils, Members and other key stakeholders are properly advised from programme development through to delivery, including the website information.
6. Work closely with Highway Managers to ensure that a community and operational voice is heard in the development of the programme.
7. Ensure that your team has sufficient skills and knowledge to act as an intelligent client and able to represent the Highway Authority's position with the public and other outside bodies. Ensure maximum benefit from the contractual relationships with both the term maintenance contractor and external specialist contracts. Be able to confidently challenge the Contractor when required, but work collaboratively to ensure that works are delivered to programme and to the required specification.

8. Ensure compliance with Health and Safety legislation and complete appropriate training as directed. Ensure contract compliance in all aspects of work and sound financial management in accordance with KCC requirements.

9. You will be required to provide assistance to other teams within the GET directorate, or any other part of KCC, from time to time as and when your skills and knowledge are required for particular projects and initiatives.

10. Support the wider HAMIT team in delivering and continuously developing our asset management approach. Develop and publish a 5 year forward works programme and work closely with our internal and external partners to communicate future plans and revisions as appropriate. Support the asset management team as required to review and develop the KCC highway Asset Management Plan (HAMP) on an annual basis

Footnote: 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.

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Person Specification: *Carriageway Asset Preservation Team Manager*

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	NVQ Level 4 (or equivalent) in relevant discipline Degree or equivalent NVQ Level 4 (or equivalent) in management. Team Managers are required to complete relevant management training.
EXPERIENCE	Proven experience of line management/leadership of a multi-disciplinary team. Proven experience of successful budget management, including income and expenditure. Proven experience of highway engineering, resurfacing, contract management and procurement together with the use of relevant computer applications. Proven experience of asset management principles, whole life costing and Government funding requirements.
SKILLS AND ABILITIES	Ability to develop, motivate and hold people accountable to standards of performance and to improve team performance and effectiveness. Ability to work across service areas and promote cross-functional working. A high level of interpersonal skill; a competent influencer and team player. Commercial awareness. Excellent communication and presentation skills. Able to work under pressure and prioritise effectively.
KNOWLEDGE	Good knowledge of leadership skills and principles of line management and employee relations. Good knowledge of resurfacing techniques and materials. Experience and knowledge of managing and influencing the political and administrative processes of local government. Experience and knowledge of project and contract and procurement management.
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: 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</p>

	<p>Working Together - building and delivering for the best interests of Kent</p> <p>Empowering - Our people take accountability for their decisions and actions</p> <p>Externally Focused - Residents, families and communities at the heart of decision making</p>
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Key behaviours:

- Demonstrate healthy attitude to risk
- Welcome and expect change and evolving technology
- Work as a whole council
- Put the interests and wellbeing of customers first
- Be open to challenge
- Take personal and professional responsibility for your actions and performance
- Focused on outcomes