

# Kent County Council

## Job Description: *Highway Engineer*

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<b>Directorate:</b>	<b>Growth, Environment &amp; Transport</b>
<b>Unit/Section:</b>	<b>Transportation</b>
<b>Grade:</b>	<b>KR9</b>
<b>Responsible to:</b>	<b>Highway Manager</b>

### **Purpose of the Job:**

The post-holder will provide engineering advice for the maintenance of highways infrastructure liaising with and supporting Highway Inspectors and Highway Stewards and working closely across Transportation. The post-holder 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 other Asset groups.

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

The post-holder will be allocated to a local team, however the role remains flexible to meet the demands across KCC and may require you to operate out of any team across the highway service.

The post-holder must hold a Full UK driving licence.

### **Main duties and responsibilities:**

- Act as mentor and give on the job coaching to Highway Stewards to build their development to aid them in their daily tasks.
- Arranging for minor works and operational maintenance activities with our Team Maintenance Contractor identified in the annual programme to be carried out; ensuring that technical standards are complied with; agreeing payment for work.
- 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.
- Assessment of condition of highways, recommending and designing future works for all assets and preparation of maintenance bids in conjunction with other Asset groups.
- Audit Checks to be carried out on a Monthly basis to ensure that works are completed to Standard specification. Also to ensure value in terms of resources supplied and materials used.
- Ensuring information is updated on WAMS system to enable KPI information to be extracted.
- Liaising with members of the public, elected Members, Parish Councils, contractors and emergency services as required, and in accordance with KCC Customer Care policy.

- Ensure contract compliance in all elements of work.
- Review of new products, innovations, designs and procedures to incorporate where possible, within financial constraints, trialling of new products. Ensuring this incorporates the Business Plan to ensure business efficiencies.

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: *Highway Engineer*

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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.

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

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