

# Kent County Council

## Job Description: Senior Structures Engineer

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<b>Directorate:</b>	<b>Growth, Environment and Transport</b>
<b>Unit/Section:</b>	<b>HT&amp;W –Structures Asset Management</b>
<b>Location:</b>	<b>Ashford Highway Depot</b>
<b>Grade:</b>	<b>KR10</b>
<b>Responsible to:</b>	<b>Structures Team Leader</b>

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

Engineering support for maintenance of highway structures, liaising and working closely across Highways, Transportation & Waste and other departments. The post holder will provide project management, technical design and advice, along with associated financial control and administrative tasks.

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

1. Undertake or manage asset management of County's structures stock including works prioritization;
2. Undertake or manage the design and management of maintenance and reconstruction works.
3. Ordering and overseeing works including operational and improvement works, accident damage and contract management.
4. Undertake or manage strength and condition assessments of structures, recommending and designing future works for all assets and preparation of works refurbishment schemes.
5. Preparation of Health and Safety Plans and risk assessments ensuring that work on site is carried out in a safe manner.
6. Fulfill the requirements of Health and Safety legislation, Kent Permit and Lane Rental Scheme and Streetworks Coordination.
7. Work with internal and external stakeholders to ensure that highway works are carried out in a coordinated, integrated and cost effective manner.
8. Liaise with members of the public, elected Members, Parish/Town/District and Borough Councils, contractors, utility providers, and third parties (e.g. Network Rail, Environment Agency)
9. Ensure communications, enquiries and complaints are managed sympathetically, accurately and in a timely manner in line with KCC procedures.
10. Take full ownership of scheme/project delivery from inception stage through to post construction stage.
11. Manage various inspection regimes utilizing either the in-house inspectors or the term consultant.
12. Budget management including forecasting and reporting financial status and updating finance management tools.

13. 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.
14. The post holder must be prepared to undertake work outside normal office hours in the interests of the service, such as for an emergency.
15. Deputise as necessary for their line manager.

*This job description will be developed in conjunction with the post holder. It will be subject to regular review and the Council reserves the right to amend or add to the duties listed.*

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Applicants who have a disability and who meet the minimum criteria will be shortlisted.

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

<p><b>QUALIFICATIONS*</b>           (* or equivalent in experience)</p>	<ul style="list-style-type: none"> <li>Degree in civil engineering or equivalent in a related subject.</li> </ul>
<p><b>EXPERIENCE</b></p>	<ul style="list-style-type: none"> <li>Demonstrable post qualifying relevant experience in the design and delivery of Highway Structures works or similar.</li> <li>Experience of working in a discipline involving project management and asset management</li> <li>Preparing and reviewing risk assessments and method statements</li> </ul>
<p><b>SKILLS AND ABILITIES</b></p>	<ul style="list-style-type: none"> <li>High degree of inter personal skills to deal with complex operational issues</li> <li>Good communication skills including accurate written work</li> <li>Ability to manage complex workloads</li> <li>Good teamworking skills</li> <li>Self motivated and able to influence others to achieve best results</li> <li>Good financial management skills</li> <li>Computer literacy, including use of appropriate design software.</li> <li>Attention to detail and sound engineering judgment</li> </ul>
<p><b>KNOWLEDGE</b></p>	<ul style="list-style-type: none"> <li>Good knowledge of national design standards and technical procedures and their application to a local Highway network.</li> <li>Broad knowledge of relevant legislation with ability to research and interpret</li> <li>Working knowledge of CDM Regulations and risk assessments</li> <li>Knowledge of Project management and Asset management techniques</li> </ul>
<p><b>BEHAVIOURS</b>          (consider key for this post)</p>	<p><b>Open</b></p> <ul style="list-style-type: none"> <li>Act with integrity, honesty and transparency</li> <li>Demonstrate healthy attitude to risk</li> <li>Welcome and expect change and evolving technology</li> <li>Work in new ways</li> <li>Be willing to learn</li> <li>Work as a whole council</li> <li>Treat people fairly and with respect</li> </ul> <p><b>Invite contribution and challenge</b></p> <ul style="list-style-type: none"> <li>Work collaboratively to find new solutions</li> <li>Innovate</li> <li>Be open to challenge</li> <li>Actively encourage and expect contribution</li> </ul> <p><b>Accountable</b></p> <ul style="list-style-type: none"> <li>Do more for yourself</li> <li>Take personal and professional responsibility for your actions and performance</li> <li>Deliver at pace</li> <li>Look for ways to save money</li> <li>Look for commercial opportunities</li> <li>Focused on outcomes</li> </ul>

