

Kent County Council

Job Description: Structures Engineer

Directorate:	Growth, Environment and Transport
Unit/Section:	Structures Asset Management
Location:	Ashford Highway Depot
Grade:	KR9
Responsible to:	Structures Operations Team Leader

Purpose of the Job:

To provide engineering support to the Highway Structures Team. As a Structures Engineer you will be placed in Structures Operations Team and will support the Team Leader in progressing various civil/structural engineering tasks and projects.

The post holder will provide technical advice, project management of schemes, along with associated financial control and administrative tasks.

Main duties and responsibilities:

1. Undertake civil/structural engineering roles for the Team Leader, this may include approving designs for new structures or geotechnical assets, planning and implementing the inspection and assessment programme for existing assets or delivering our capital and revenue works schemes.
2. Conduct site visits and construction audits to ensure assets are being constructed in accordance with agreed and approved designs.
3. Preparation of risk assessments and method statements. Ensure compliance with Health and Safety legislation, e.g. CDM 2015.
4. Assist with budget planning and reporting in areas of responsibility within the team.
5. Preparation of briefs to consultants and other service providers with assistance to help in the fulfilment of fulfilling the duties allocated, and work with commissioned suppliers and third parties to ensure the efficient delivery of all commissioned works.
6. Assist with the project management of schemes allocated from feasibility through to completion, including programme management, contract management, budget management and undertaking lessons learnt exercise at conclusion of the scheme.
7. Ensure all project documentation and correspondence is logged and filed accurately.
8. Ensure communications, enquiries and complaints are managed sympathetically, accurately and in a timely manner in line with KCC procedures.

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.

Footnote: This job description is provided to assist the job holder to know what his/her 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: Structures 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* (* or equivalent in experience)	<ul style="list-style-type: none"> Bachelors Degree in Civil Engineering or a related subject.
EXPERIENCE	<ul style="list-style-type: none"> Previous experience working in a structural or civil engineering environment is required.
SKILLS AND ABILITIES	<ul style="list-style-type: none"> Ability to use and interpret spatial data (maps and drawings). Good teamworking skills. Self-motivated and strong desire to learn. Good interpersonal and communication skills to liaise with developers and colleagues. Computer literacy, training in specialist software used will be provided.
KNOWLEDGE	<ul style="list-style-type: none"> Understanding of structural principles and current standards (e.g. Eurocodes and Design Manual for Roads and Bridges). Awareness of geotechnical engineering principles. Broad knowledge of relevant legislation with ability to research and interpret. Understanding of CDM Regulations and risk assessments.
BEHAVIOURS AND KENT VALUES	<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