

## Kent County Council

### Job Description: Trainee Street Lighting Engineer

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<b>Directorate:</b>	<b>Growth, Environment and Transport</b>
<b>Unit/Section:</b>	<b>Highways and Transportation (H&amp;T)</b>
<b>Location:</b>	<b>Ashford Depot</b>
<b>Grade:</b>	<b>KR 8</b>
<b>Responsible to:</b>	<b>Street Lighting Planned Works Team Leader</b>

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

Highways and Transportation is keen to develop its own talent through a succession plan and will train a suitable candidate to the level of a fully qualified street lighting engineer. Whilst training, the postholder will provide support to qualified engineers, the Planned Works Team Leader, and the Street Light Asset Manager, liaising closely with H&T partners and other stakeholders.

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:**

Training will involve the areas of the business listed below. As training progresses, the post holder will be expected to take increasing responsibility for technical investigations, managing the client/contractor relationship and ensuring effective and positive communication with appropriate stakeholders.

1. Arrange for minor works and operational maintenance to be carried out; ensuring that technical standards are complied with.
2. Assist with the assessment of the condition of street lighting infrastructure. Recommend and develop future works for all street lighting assets in accordance with current standards.
3. Prepare Health and Safety Plans and risk assessments and ensure that work on site is carried out in a safe manner.
4. Fulfil the requirements of Health and Safety legislation, Kent Permit Scheme and Kent Lane Rental Scheme.
5. Maintain the asset data inventory within the asset management system and the central management systems.
6. Identify work that is to be re-charged to third parties or recovered via insurance.
7. Investigate and compile reports for insurance claims against the Highway Authority.
8. Work with Parish and District councils in respect of lighting owned by them.
9. Provide information for Performance Indicators as required
10. Liaise with members of the public, elected Members, Parish Councils, contractors and emergency services as required, and in accordance with KHS Customer Care policies.
11. Ensure timely response to enquiries from Members, the Public, Parish, Town, District and Borough Councils, contractors, utility providers, third parties and emergency services.
12. Investigate and provide timely response to priority enquiries and complaints ensuring that they are managed in line with KCC procedures.
13. To assist the Technicians with the provision of information, when required, to respond to customer enquiries.

14. You will be required to aid other teams within the GET directorate, or any other part of KCC, from time to time, to assist with service delivery in emergency situations such as a severe weather event. The postholder must be prepared to undertake work outside normal office hours in the interests of the service, such as for an emergency.

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.

## Person Specification: Trainee Street Lighting 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
<b>QUALIFICATIONS* (* or equivalent in experience)</b>	<ul style="list-style-type: none"> <li>• A-Levels/OND/ONC/BTEC in relevant subject.</li> <li>• Willingness to train towards membership of relevant professional body.</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Proven experience of general highway engineering.</li> </ul>
<b>SKILLS AND ABILITIES</b>	<ul style="list-style-type: none"> <li>• Ability to communicate effectively.</li> <li>• Able to operate with minimum of supervision.</li> <li>• IT literate and willingness to learn and develop</li> <li>• Literate and able to draft correspondence</li> <li>• Ability to travel</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> </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</p> <p><b>Curious</b> - constantly learning and evolving</p> <p><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>

