

Kent County Council  
Job Description: Placement Structures Engineer

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<b>Directorate:</b>	<b>Growth, Environment and Transport</b>
<b>Unit/Section:</b>	<b>Structures Asset Management</b>
<b>Grade:</b>	<b>KR5</b>
<b>Responsible to:</b>	<b>Structures Development Team Leader</b>

**Purpose of the Job:**

To provide engineering support to the Structures Team. As a Fixed Term Placement Structures Engineer you will be placed in one of the three Structures Teams and will support the Team Leaders in progressing various civil/structural engineering tasks and projects.

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

**Main duties and responsibilities:**

1. Undertake civil/structural engineering roles for the respective Team Leaders, this may include assisting with 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. Assist with site visits and construction audits to ensure assets are being constructed in accordance with agreed and approved designs.
3. Assist in the preparation of risk assessments and method statements. Ensure compliance with Health and Safety legislation, e.g. CDM 2015.
4. Work with commissioned suppliers and third parties to ensure the efficient delivery of all commissioned works.
5. Ensure all project documentation and correspondence is logged and filed accurately.
6. Ensure communications, enquiries and complaints are managed sympathetically, accurately and in a timely manner in line with KCC procedures.

7. 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 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.*

# Kent County Council

## Person Specification: Placement Structures 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>QUALIFICATIONS* (* or equivalent in experience)</b>	<ul style="list-style-type: none"> <li>Currently studying for a Bachelors or Masters undergraduate Degree in Civil Engineering.</li> </ul> <p>A Full UK Driving Licence – The Council is committed to making reasonable adjustments so whilst this job requires the jobholder to drive your application will still be considered if you are unable to drive due to a disability.</p>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>This position is a fixed term placement entry level position for a Civil Engineering graduate.</li> </ul>
<b>SKILLS AND ABILITIES</b>	<ul style="list-style-type: none"> <li>Ability to use and interpret spatial data (maps and drawings).</li> <li>Good teamworking and time management skills.</li> <li>Self-motivated and strong desire to learn.</li> <li>Good interpersonal and communication skills to liaise with developers and colleagues.</li> <li>Computer literacy, training in specialist software used will be provided.</li> </ul>
<b>KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>Understanding of structural principles and awareness of current standards (e.g. Eurocodes and Design Manual for Roads and Bridges).</li> <li>Awareness of relevant legislation with ability to research and interpret.</li> <li>Awareness 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</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>
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