

Directorate:	Growth, Environment and Transport
Unit/Section:	Highways, Transportation and Waste
Grade:	KR11
Responsible to:	Structures Asset Manager

Purpose of the Job:

To manage and direct a team of Structures Engineers responsible for the technical approval of new and modified geotechnical and structures assets in line with the County Council procedures and legal obligations. The post holder will manage the approval of all proposed development including statutory undertakers, private developers, internal clients and other local authorities.

Main duties and responsibilities:

- Manage and procure the technical approval process (including legal agreements) for structures designs, repairs and reconstruction works and ensure works impacting on the highway are conducted in accordance with KCC HTW priorities, KCC's Technical Approval Procedure for Highway Structures, Tunnels and Special Geotechnical Measures and all national guidelines, such as the Design Manual for Roads and Bridges, relevant legislation, codes and standards.
- Line manage, develop and performance appraise a team of Engineers to provide high quality structural services throughout Kent. Direct and evaluate the work of the team and professional service providers employed by the team, to act as an integrated whole, ensure countywide consistency and the most effective overall use of resources for HTW.
- Work with other teams in KCC HTW to ensure that necessary funding, legal agreements and licences are in place and works are coordinated and integrated where appropriate.
- When commissioning Consultants and Contractors to undertake technical approval works, ensure contractual compliance in all elements of the work and project manage the works packages appropriately.
- Provide appropriate support to team members in establishing relationships with professional service providers and key customers and promote a co-ordinated approach to engagement with County and District Members and Officers, and with other community representatives. Be accountable for the Team's responses to

customer enquiries and ensure that all are reviewed and responded to in a professional and timely manner.

- Manage the team's income and expenditure, ensuring the accurate reporting of costs and highlighting financial risks and opportunities to the Structures Asset Manager. Financial management tasks will include calculating commuted sums payable by Developers for the adoption of new assets in accordance with appropriate guidance and ensuring all fees and charges in relation to highway structures, tunnels and special geotechnical measures are correctly calculated and collected.
- Ensure compliance with Health and Safety legislation for employees and customers to ensure the County Council's responsibilities are met throughout all service activities undertaken.
- Keep abreast of improvements in technology, best practice and changes within the industry in order to ensure compliance with legislation and to identify possible improvements; work with other team leaders and managers to implement them.
- 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.
- Deputise as required for your line manager.

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.

Kent County Council

Person Specification: Structures Development Team Leader

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	Degree in Civil or Structural Engineering. Working toward or have obtained a Professional Qualification such as MICE or MIStructE.
EXPERIENCE	Experience of line management/leadership, preferably in a customer facing environment. Experience of successful budget management, including income and expenditure. Experience effectively managing and delivering a range of projects within budget in a technical, commercial and business environment. Experience of civil engineering design, construction and project management of highway structures.
SKILLS AND ABILITIES	Ability to develop, motivate and hold people accountable to standards of performance and to improve team performance and effectiveness. Ability to work across service areas and promote crossfunctional working. A high level of interpersonal skills; a competent influencer and team player. Able to work under pressure and prioritise effectively.
KNOWLEDGE	Knowledge of managing and working in a Local Government environment or similar environment. Knowledge of technical approval of highway structures. Commercial awareness. A high level of technical knowledge of civil engineering design of highway structures.
BEHAVIOURS AND KENT VALUES	Kent Values: <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