

## Kent County Council

### Job Description: *Drainage Engineer*

---

<b>Directorate:</b>	<b>Growth, Environment and Transport</b>
<b>Unit/Section:</b>	<b>Drainage Asset Management</b>
<b>Grade:</b>	<b>KR9</b>
<b>Responsible to:</b>	<b>Planned Work Team Leader</b>
<b>Location:</b>	<b>Ashford</b>

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

Deliver planned drainage repairs, renewals and improvements across the County including all associated financial and administrative tasks to ensure planned work is delivered effectively to improve the asset and highway safety

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

- Arrange for minor works and operational maintenance activities identified in the annual programme to be carried out; ensure that technical standards are complied with; agreeing payment for work.
- Package works identified by the Highway Operation teams for target costing/ external tendering; monitoring budgets and programmes and checking work on site.
- Prepare Health and Safety Plans, Job Packs and risk assessments and ensure that work on site is carried out in a safe manner.
- Assess the condition of the drainage infrastructure (except for routine visual safety inspections of ironwork, which will form part of the safety inspection regime undertaken by Highway Inspectors in Highway Operation). Recommend and design future works for all drainage assets; and prepare maintenance bids in conjunction with Highway Operation and Countywide Improvements groups.
- Investigate incidences of road and property flooding, and compile reports for insurance claims against the Highway Authority.
- Work with the Environment Agency, District councils and sewerage authorities in respect of flood remedial work and land drainage issues.
- Providing information for KPI's as required.

- Liaise with members of the public, elected Members, Parish Councils, contractors and emergency services as required.
- 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.

## Kent County Council

### Person Specification: *Drainage 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.

	<b>CRITERIA</b>
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"><li>• HND/HNC/BTEC Higher in relevant subject. Student or associated membership of relevant professional body.</li><li>• NRSWA Accreditation</li></ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"><li>• Significant post qualifying experience, and the use of relevant computer applications</li><li>• Some experience of target costing and asset management techniques Good knowledge of national and local standards, and techniques and technical procedures.</li><li>• Working knowledge of CDM regulations and risk assessments</li></ul>
<b>SKILLS AND ABILITIES</b>	<ul style="list-style-type: none"><li>• Computer literate. Able to use MS Office and other typical general office packages, and also specialist software packages</li><li>• Ability to use and interpret spatial data (maps and drawings)</li><li>• Able to demonstrate attention to detail</li><li>• Able to communicate effectively, both verbally and in writing, at all levels with internal and external stakeholders and members of the public.</li><li>• Ability to deal with public in difficult circumstances</li><li>• Good teamwork skills</li></ul>
<b>KNOWLEDGE</b>	<ul style="list-style-type: none"><li>• Good knowledge of national and local standards, and techniques and technical procedures.</li><li>• Working knowledge of CDM regulations and risk assessments.</li></ul>

**BEHAVIOURS AND  
KENT VALUES**

**Kent Values:**

- 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

**Open**

- Act with integrity, honesty and transparency
- Demonstrate healthy attitude to risk
- Welcome and expect change and evolving technology
- Work in new ways
- Be willing to learn
- Work as a whole council
- Treat people fairly and with respect

**Invite contribution and challenge**

- Work collaboratively to find new solutions
- Innovate
- Put the interests and wellbeing of customers first
- Be open to challenge
- Actively encourage and expect contribution

**Accountable**

- Do more for yourself
- Take personal and professional responsibility for your actions and performance
- Deliver at pace
- Look for ways to save money
- Look for commercial opportunities
- Focused on outcomes