



JOB DESCRIPTION

Post Title:	Senior Engineer/Senior Transportation Officer	Vacancy Number:
Service Area:	Highways & Transportation	Salary Grade: SO1-SO3 Career Grade
Directorate:	Place	
Responsible to:	Relevant Team Leader Engineer/Team Leader Transportation &/or Team Manager	
Responsible for:	Sc2-Sc6, Work Experience Students as required	

Main Purpose of the Job:

- To contribute to improving the safety and performance of the highway network through the pro-active management of traffic and the network.
- To provide high quality, cost effective services. To project manage and deliver services and/or projects, taking a holistic, joined up view of service and/or project design, delivery and evaluation.
- To ensure that the Council manages its resources effectively, delivering value for money, enhancing opportunities to improve efficiencies and generating income where appropriate.
- To apply skills, knowledge and experience to provide the Council with authoritative technical advice on improving and maintaining the performance of the highway network through the pro-active management of traffic and use of innovative design and maintenance regimes.



SUMMARY OF RESPONSIBILITIES & PERSONAL DUTIES

- Contribute to the key aims and objectives of the Organisation, both within the post holder's specific remit, across Highways and Transportation, Place and the Council as a whole.
- Develop a shared understanding and knowledge of your own and other Highways and Transportation Service areas.
- Develop and deliver a range of highways and transportation schemes of various types and sizes including; consultations, investigations, feasibility studies, design and construction.
- Prepare, develop, deliver, manage and monitor projects and programmes that are aligned with the purpose of the Highways and Transportation Service.
- Identify hazards, complete risk assessments, compile pre-construction information and ensure all design and construction works for schemes are planned and completed in accordance with relevant legislation.
- Prepare tender/contract documentation, evaluate tender returns and award the contract. Administer the contract, supervise contractors, verify valuations and certify payments for completed works.
- To be responsible for developing and maintaining effective internal and external stakeholder relationships including Councillors, the public, consultants, contractors and private developers.
- Research, analyse and interpret a range of data in order to make objective and effective decisions to issues requiring an in-depth understanding of the respective work-areas ensuring compliance with the Council's policies and procedures and appropriate legislation.
- Take ownership of enquiries and issues requiring an in depth understanding of own work area and policies and procedures to ensure they are addressed and resolved in a thorough and timely manner.
- Prioritise work, taking into account own and others workload, project timelines and other deadlines.
- Make objective decisions at the appropriate level guided by varied procedures and practices requiring a high level of understanding and some interpretation and provide advice and feedback to support accurate decision making.
- Analyse and interpret a range of data sources to inform decisions, taking a creative approach, and with reference to a variety of policies, procedures, and past practices.
- Communicate sometimes complex information in a succinct and engaging manner using appropriate styles, methods and timing including digital channels to maximise understanding and impact.
- Work with colleagues, stakeholders and partners to improve service/project delivery and develop new models of delivery to provide quality and value for money.
- Use project management skills and techniques and work with teams to set priorities, goals, objectives,



timescales and develop plans to achieve outcomes, identifying risks and mitigating actions.

- To manage, use and develop Quality Assurance procedures.
- To liaise and develop partnership working with officers from other Directorates within the Authority and with other public and private sector organisations and elected members in Greater Manchester and beyond.
- To prepare, submit and present reports to the Council's Committees and Executive identifying and recommending courses of action for the progression of schemes, projects and initiatives.
- To keep informed and be able to assess the potential impacts of developments within the highways and transportation field keeping abreast of technological advances, amendments to legislation and government policies.
- To be aware of income and expenditure within budget areas, highlighting areas of concern.
- Work flexibly within the role and support general activities within Highways and Transportation, Place and the Council.

**ADDITIONAL RESPONSIBILITIES**

- To work positively and inclusively with colleagues and customers so that the Council provides a workplace and delivers services that do not discriminate against people on the ground of their age, sexuality, religion or belief, race, gender or disabilities.
- To fulfill personal requirements, where appropriate, with regard to Council policies and procedures, health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Council's priorities.
- To work flexibly in the interests of the service. This may include undertaking other duties provided that these are appropriate to the employee's background, skills and abilities. Where this occurs there will be consultation with the employee and any necessary personal development will be taken into account



ANNEXE 1 - WORK AREAS / SERVICE AREAS (FOR DEPLOYMENT)

SO1-SO3 - SENIOR ENGINEER / SENIOR TRANSPORTATION OFFICER

This Annexe provides a brief overview of the specific range of activities that may be undertaken by this role within each function. It is not a comprehensive list of activities and you will generally work within one function at any one time but you could be expected to work in any of the functions with appropriate training.

Function	Activities
Network Management	<ul style="list-style-type: none"> - To develop and recommend strategies and specific physical measures to enable the reduction in the number and severity of road accidents. - Prepare annual action plans for highways and transportation related activities in collaboration with other teams, partners and internal and external stakeholders. - To develop and implement specific physical improvement measures and actively carry out traffic network management. - Act as Lead Auditor on Road Safety Audits of minor road schemes. - To prepare a local strategy for the long-term provision of support for School Travel Planning to ensure its long-term sustainability. - To provide and promote the delivery of School Travel Plans and provide support for the implementation of actions and initiatives resulting from them. - To prepare, submit and present legal traffic orders and public notices, exhibitions and consultations. You will be required to manage and deliver these with consideration to time and cost constraints. - To monitor, research, audit and educate within the field of Road Safety and Sustainable Travel for the Council and wider community. - To supervise the provision of the GMRAPS service including apportionment of workload, exercising judgements and issuing of permits.
Asset Management	<ul style="list-style-type: none"> - To develop and recommend strategies and specific physical measures to enable the reduction in the number and severity of accidents using appropriate highway maintenance regimes. - To develop and implement specific physical improvement measures and



	<p>actively carry out delivery activities to maintain and improve the network assets.</p> <ul style="list-style-type: none"> - To prepare annual action plans for highways and transportation related activities in collaboration with other teams, partners and internal and external stakeholders. - To maintain a record of maintenance history, arrange data collection and condition surveys of key assets and to assist with the development of whole life cost models and lifecycle plans.
Design & Improvement	<ul style="list-style-type: none"> - To complete feasibility studies, inspections and surveys as necessary in support of scheme development across the Service and the Council. - To maintain an asset management system to record the condition surveys of assets and assist with maintenance strategies and the development of whole life cost models and lifecycle plans. - To develop and recommend strategies and specific physical measures to enable the reduction in the number and severity of accidents using appropriate highway and structure design and maintenance regimes. - To design and implement specific physical improvement measures and actively carry out delivery activities to maintain and improve the network assets. - To prepare annual action plans for highways and transportation related activities in collaboration with other teams, partners and internal and external stakeholders.
Transport Strategy & Growth	<ul style="list-style-type: none"> - To develop and recommend strategies and specific physical measures to enable the reduction in the number and severity of accidents using appropriate highway design and structures design and maintenance regimes. - To develop and recommend strategies and specific physical measures to enable the reduction in the number and severity of flooding incidents within the Borough. - Prepare annual action plans for highways and transportation related activities in collaboration with other teams, partners and internal and external stakeholders. - To prepare a local strategy for the long-term provision of support for School Travel Planning to ensure its long-term sustainability.



- Deliver and facilitate the delivery of strategies, action plans, a programme of business engagement and a range of initiatives that help deliver projects and programmes that are aligned with the service purpose of the Highways and Transportation Service.
- Work in partnership across the Council, Borough and Greater Manchester to improve the highways and transportation network and transport connectivity for local people and visitors.



ANNEXE 2

SO1 - SENIOR ENGINEER / SENIOR TRANSPORTATION OFFICER

Activities

- Develop and deliver a range of minor and none complex highways and transportation schemes of various types and sizes including; consultations, investigations, feasibility studies, design, construction and maintenance.
- Identify hazards, complete risk assessments, compile pre-construction information and ensure all design and construction works for minor and none complex schemes are planned and completed in accordance with relevant legislation.
- Prepare tender and contract documentation and evaluate tender returns and award the contract.
- Administer the contract, supervise contractors, verify valuations and certify payments for completed works.
- To be responsible for developing and maintaining effective internal and external stakeholder relationships including Councillors, the public, consultants, contractors and private developers.
- To monitor, research, audit and educate in the field of Road Safety and Sustainable Travel for the Council and wider community.
- Research, analyse and interpret a range of data in order to make objective and effective decisions to issues requiring an in-depth understanding of the respective work-areas ensuring compliance with the Council's policies and procedures.
- Supervise and check work of junior staff in terms of assisting in project delivery.
- Supervise and check work of consultants in terms of design delivery.
- Supervise and check work of statutory undertakers, developers and contractors in terms of construction delivery.



ANNEXE 3

SO2 - SENIOR ENGINEER / SENIOR TRANSPORTATION OFFICER

Activities

- Develop and deliver a range of medium scaled and more complex highways and transportation schemes of various types and sizes including; consultations, investigations, feasibility studies, design, construction and maintenance.
- Identify hazards, complete risk assessments, compile pre-construction information and ensure all design and construction works for medium scale and more complex schemes are planned and completed in accordance with relevant legislation.
- Prepare tender and contract documentation and evaluate tender returns and award the contract.
- Administer the contract, supervise contractors, verify valuations and certify payments for completed works.
- To be responsible for developing and maintaining effective internal and external stakeholder relationships including Councillors, the public, consultants, contractors and private developers.
- To monitor, research, audit and educate in the field of Road Safety and Sustainable Travel for the Council and wider community.
- To supervise the provision of the GMRAPS service including apportionment of workload, exercising judgements and issuing of permits.
- Research, analyse and interpret a range of data in order to make objective and effective decisions to issues requiring an in-depth understanding of the respective work-areas ensuring compliance with the Council's policies and procedures.
- Instruct, supervise and check work of junior staff in terms of assisting in project delivery.
- Instruct, supervise and check work of consultants in terms of design delivery.
- Instruct, supervise and check work of statutory undertakers, developers and contractors in terms of construction delivery.



ANNEXE 4

SO3 - SENIOR ENGINEER / SENIOR TRANSPORTATION OFFICER

Activities

- Develop and deliver a range of major and complex highways and transportation schemes of various types and sizes including; consultations, investigations, feasibility studies, design, construction and maintenance.
- Identify hazards, complete risk assessments, compile pre-construction information and ensure all design and construction works are planned and completed in accordance with relevant legislation.
- Prepare tender and contract documentation and evaluate tender returns and award the contract.
- Administer the contract, supervise contractors, verify valuations and certify payments for completed works.
- To be responsible for developing and maintaining effective internal and external stakeholder relationships including Councillors, the public, consultants, contractors and private developers.
- To monitor, research, audit and educate in the field of Road Safety and Sustainable Travel for the Council and wider community.
- To supervise the provision of the GMRAPs service including apportionment of workload, exercising judgement and making decisions on granting of permits.
- Research, analyse and interpret a range of data in order to make objective and effective decisions to issues requiring an in-depth understanding of the respective work-areas ensuring compliance with the Council's policies and procedures.
- Allocate, instruct, supervise and check work of junior staff in terms of assisting in project delivery
- Allocate, instruct, supervise and check work of consultants in terms of design delivery.
- Allocate, instruct, supervise and check work of statutory undertakers, developers and contractors in terms of construction delivery.



Stockport Council Competency Person Specification

Post Title: Senior Engineer/Senior Transportation Officer - Structures

The criteria listed below represent the most important skills, experience, technical expertise and qualifications needed for this job role.

Your application will be assessed against these criteria to determine whether or not you are shortlisted for interview. Any interview questions, or additional assessments (tests, presentations etc.) will be broadly based on the criteria below.

Competency	SCORE					Essential or Desirable
	0	1	2	3	4	
Good time management skills, with ability to prioritise work and manage a number of tasks concurrently.						Essential
Ability to identify problems, initiate solutions and ensure appropriate action is taken.						Essential
Excellent written and verbal communication skills and the ability to undertake presentations and write reports to varying audiences.						Essential
Knowledge of legislation and procedures / guidance relevant to Flood Risk Management.						Essential
Ability to research emerging legislation and technical requirements relevant to Flood Risk Management and other related disciplines.						Desirable
Working knowledge of construction health and safety legislation and regulations.						Essential
Working knowledge of Quality Assurance Systems and a commitment to quality service provision.						Essential
Experience of working in a technical flood risk function associated with the delivery of flood risk planning and development control.						Essential
Experience of delivering pluvial and fluvial related drainage inspections, investigations, improvements and projects.						Essential
Relevant experience of working with contractors and consultants and managing contracts including claims negotiation and resolution.						Essential
Experience of working with computerised systems; AutoCAD, drainage software and Geographical Information Systems (GIS).						Essential
HNC/Degree or similar level qualification in Civil Engineering and evidence of relevant continuing professional development.						Essential
Membership of the Institution of Civil Engineers or equivalent.						Desirable
Understands and actively supports Stockport Council's diversity and equality policy.						Essential
To meet Stockport Council's standard of attendance.						Essential
A willingness to be flexible in a changing environment						Essential

Scoring key

0 – Not met essential criteria

1 – Partially meets essential criteria

human resources



- 2 – Meets criteria
- 3 – Exceeds criteria
- 4 - Exceptional