



Senior Engineer/Senior Transportation Officer

Thank you for your interest in applying for the above post. Please find attached the Job Description and Person Specification for the role.

Working for Stockport Council

Stockport
team
ambition
respect

To keep the people of **stockport** at the heart of what we do

To succeed as a **team**, collaborating with colleagues and partners

To drive things forward with **ambition**, creativity and confidence

To value and **respect** our colleagues, partners and customers

Stockport Council has 4 core values that run through everything we do and are known as the Stockport Way of doing things. As an organisation we stay true to them no matter what challenges we face. The values came from colleagues and were developed through workshops and consultation across the Council.

[This video](#), produced 'in house' and featuring colleagues from across the Council, explains each value and shows how colleagues are living these values each day.

As a new colleague the Council will expect you to work in accordance with these values. We also have policies and procedures around health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Council's priorities which we expect you to adhere to. These will be explained in detail to you as part of your induction process.

You can find out more about working for Stockport Council, and some of the benefits we offer employees, online at <https://greater.jobs/locations/stockport/>





Stockport Council Job Description

Post Title: Senior Engineer/Senior Transportation Officer
Service Area: Highways & Transportation
Directorate: Place
Team: Various

Salary Grade:
 SO1-SO3
 £26,999 to £36,876

Post Reports to: Relevant Team Leader Engineer/Team Leader Transportation &/or Team Manager
Post 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 the efficient delivery of compliant projects and programmes.
- 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 and key areas:

- 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, standards of attendance, 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	<ol style="list-style-type: none">1. To Supervise staff in the Streetworks (including GMRAPS) or Network Management service.2. To supervise Streetworks staff including the provision of the GMRAPS service including apportionment of workload, exercising judgements and issuing of permits.3. To supervise Streetworks Staff carrying out Streetworks Inspections.4. To supervise Network Management staff delivering an efficient, courteous and professional service for TRO's, minor works and other traffic related enquiries to Councillors and the Public.5. To supervise staff in the delivery of an efficient service for various aspects of Highway licencing to ensure public safety whilst also seeking to maximise fee and licence income by effective enforcement and combating evasion of required licence fees.6. To undertake and supervise staff providing a service for the creation, review and revocation of Traffic Regulation Orders both moving and waiting / loading.7. To undertake and supervise the development of minor works for traffic management purposes.8. To undertake and supervise the creation, review and removal of Resident Parking Schemes and Controlled Parking Zones.9. To supervise the delivery of a vehicle drop crossings service and other privately funded minor works for residents and businesses in the Borough.10. Ensure relevant partner and stakeholder engagement throughout the design and development of programmes and projects.11. Ensure effective budget management in the delivery of services including monitoring spend and income against targets.12. To supervise and undertake the democratic approval process for TRO and minor works schemes including representing the Council at Committee meetings.13. To liaise with outside bodies and partner organisations in collaborative development of TRO's and minor works.14. To develop and implement specific physical improvement measures and actively carry out traffic network management.15. 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.

Function	Activities
Network Asset Maintenance	<ol style="list-style-type: none"> 1. 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. 2. To develop and implement specific physical improvement measures and actively carry out delivery activities to maintain and improve the network assets. 3. To prepare annual action plans for highways and transportation related activities in collaboration with other teams, partners and internal and external stakeholders. 4. 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. 5. Ensure quality, value for money highways and lighting maintenance schemes are delivered that take account of the impact on the environment. 6. Check and approve lighting design work. 7. Monitor contractor performance. 8. Ensure service standards are met and that customers are informed in a timely manner with accurate records maintained on the case / enquiry. 9. Ensure section 58 and reactive service inspections of the adopted highway, public rights of way and hard surfaced paths, access routes, car parks in cemeteries and parks are undertaken in line with Council Policy. 10. Assist with the defence of claims against the Council and represent Council in court when required. 11. Ensure effective budget management in the delivery of services including monitoring spend and income against targets. 12. To Supervise staff as required within the Network Asset Maintenance service (Highway Planned Maintenance & Minor Structures, Highway Reactive Maintenance, Street Lighting & Sign Maintenance).

Function	Activities
Design & Improvement	<ol style="list-style-type: none"> 1. To complete feasibility studies, inspections and surveys as necessary in support of scheme development across the Service and the Council. 2. 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. 3. 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. 4. To design and implement specific physical improvement measures and actively carry out delivery activities to improve the network assets. 5. To prepare annual action plans for highways and transportation related activities in collaboration with other teams, partners and internal and external stakeholders.

Function	Activities
Transport Strategy & Growth	<ol style="list-style-type: none"> 1. 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. 2. To develop and recommend strategies and specific physical measures to enable the reduction in the number and severity of flooding incidents within the Borough. 3. Prepare annual action plans for highways and transportation related activities in collaboration with other teams, partners and internal and external stakeholders. 4. To prepare a local strategy for the long-term provision of support for School Travel Planning to ensure its long-term sustainability. 5. 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. 6. 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.

Function	Activities
Feasibility & Road Safety	<ol style="list-style-type: none"> 1. Supervise, undertake or commission inspections, investigations, research, surveys, traffic modelling, analysis and feasibility design as necessary in support of scheme development for a range of highways and transportation schemes of various types and sizes. 2. Supervise and undertake scheme consultations in collaboration with all relevant stakeholders. 3. Support development of programmes to take schemes through the feasibility process taking account of constraints on the approval and delivery process. 4. To undertake the democratic approval process for feasibility schemes including representing the Council at Committee meetings. 5. To liaise with outside bodies and partner organisations in collaborative development of schemes. 6. To work with the Development Management Service to ensure Planning related Highway schemes meet with feasibility requirements, avoid conflicts with other schemes and where possible complement other schemes under development. 7. Support effective budget management in all stages of the delivery process making sure performance measures in place are monitored and reported. 8. To develop and recommend strategies and specific physical measures to enable the reduction in the number and severity of road accidents. 9. To supervise and undertake delivery of a School Road Safety programme for child pedestrians and cyclists. 10. Act as Lead Auditor on Road Safety Audits of road schemes and manage an audit programme. 11. To monitor, research, audit and educate within the field of Road Safety and Sustainable Travel for the Council and wider community. 12. To support School Travel Planning to ensure its long-term sustainability.

Function	Activities
<p>Programme & Project Management</p>	<ol style="list-style-type: none"> 1. To establish, monitor, measure and develop the overall capital programme of works. 2. To work closely with the Feasibility & Design teams for proposed projects, to inform the development of business cases and investment proposals. 3. Initiate the project/s - review feasibility, verify budgets, teams and resources and carry out planning - this will include setting goals and objectives, defining roles and producing schedules and timelines for tasks in accordance with the needs of the client. 4. Select, lead and motivate the project team which may involve staff from both internal and external stakeholder organisations. 5. Carry out monitoring and control activities in order to track the progress of the project and assist in the delivery of the project safely to time, cost and quality. Plan and define project steps or schedules, consistent with defined review milestones and priorities, to contribute to the design of the overall project plan. 6. Contribute to the creation of high quality baseline management products, produce timely and accurate reports and create and maintain specified records. Contribute to the commissioning and performance management of delivery partners and expert consultancy support. 7. Contribute to the identification and evaluation of emerging risks, issues, dependencies and constraints associated with the project, and the development and implementation of solutions to overcome these to ensure delivery is on time and implement any necessary changes throughout the process. 8. Report regularly to the client and stakeholders and close the project - including evaluating successes and challenges to enhance learning for your next project.