



**Job Profile and Working for Stockport Council**

Our Council

Our employees are our **greatest asset**. We’re proud of the way we provide vital frontline services every day and work together, as **one team.**

Our 4 **core values** as shown above, run through everything that we do, and we aim to stay **true** to them regardless of the challenges that we may face.

To **support** our values, we have policies, guidance and procedures around health, safety and welfare, customer care, emergency planning and security that all our **colleagues** are adhering and working to.

We also **pride** ourselves on our commitment to wellbeing and inclusivity of our colleagues and residents.

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

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| **Role:** |  | Engineer/Transportation Officer |
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| **Service Area:** |  | Highways & Transportation |
|  |  |  |
| **Directorate:** |  | Services to Place |
|  |  |  |
| **Salary Grade:** |  | Scale 5/6 |

**About the Job**

**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. Actual duties vary and you will be required to work flexibly as part of a multi-disciplinary team.
* To apply skills, knowledge and experience to provide the Council with 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.
* To ensure that the Council resources are utilised effectively, delivering value for money, enhancing opportunities to improve efficiencies and generating income where appropriate.
* To provide high quality, cost effective services taking a holistic, joined up view of design, delivery, maintenance and evaluation in accordance with council policy.
* To project manage and deliver services and/or projects, taking a holistic, joined up view of service and/or project design, delivery, maintenance and evaluation.

**Key Responsibilities**

* 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.
* To assist in developing and delivering a range of highways and transportation schemes of various types and sizes including; consultations, inspections, investigations, feasibility studies, strategies, design and construction.
* To assist in identifying hazards, completion of risk assessments and compilation of pre-construction information ensuring all works are completed in accordance with Health & Safety legislation.
* To assist in the preparation of tender/contract documentation. To assist in administering of the contract, supervision of contractors on site and verification of valuations for completed works.
* To assist in developing and maintaining effective internal and external stakeholder relationships including Councillors, the public, consultants, contractors and private developers.
* Assist in researching, analysing and interpreting a range of data including asset data held in GIS to aid compliance with the Council’s policies, procedures and past practises.
* Develop a shared understanding and knowledge of your own and other Highways and Transportation service areas.
* Take ownership of enquiries and issues to ensure they are addressed and resolved in a thorough and timely manner.
* Identify issues and opportunities, consider risks and develop solutions through in-depth information gathering and analysis.
* Prioritise work, taking into account own workload, project timelines and other deadlines.
* Make objective decisions at the appropriate level guided by varied procedures and practices and senior management requiring a 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.
* Use project management skills and techniques to achieve outcomes, identifying risks and mitigating actions.
* Develop and maintain systems to review service/project delivery to provide quality and value for money.
* Develop and manage projects to deliver projects and programmes that are aligned with the purpose of the Highways and Transportation Service
* To use Quality Assurance Procedures.
* To work in partnership with officers from other Directorates within the Authority and with other public and private sector organisations and elected members
* To support the preparation of reports to the Council’s Committees and Executive.
* To keep informed of developments within the highway and transport field keeping abreast of technological advances, amendments to legislation and government policies.
* Work with teams to set priorities, goals, objectives and timescales and develop plans to improve service/project quality.
* Work flexibly within the role and support general activities within Growth, Place and the Council.
* To work positively and inclusively with colleagues and customers so that the Council provides a workplace to deliver a service that does not discriminate against people on the grounds of their age, disability, gender reassignment, marriage, civil partnership, pregnancy, maternity, race, religion, belief, sex, or sexual orientation.
* To fulfil personal requirements, where appropriate, with regards to Council policies and procedures, standards of attendance, health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Council’s priorities.

**Additional Information**

The responsibilities set out in this document, in the advert and any additional information are intended to provide a flavour of the work you will carry out. It is not possible to include everything you will be asked to undertake, and we expect all colleagues to work flexibly according to business needs and to enhance your own development. Your skills, abilities and training needs will be taken into account and discussed with you when any significant changes to your role are needed. In line with our flexible approach you may be required to work from home for a proportion of your time or from any of the Council's sites across the borough.

The Council is an inclusive employer and holds the Disability Confident and Armed Forces Covenant accreditations. If you have a disability, we will support you by implementing reasonable adjustments to enable you to perform your role.

**About You**

Please use your application to tell us how well you meet the criteria listed below as these are the key skills, experience, technical expertise and qualifications needed to be successful in the role. We will then use all the information you provide in your application to help us decide whether you are shortlisted for interview. Any interview questions or additional assessments such as tests or presentations may also be broadly based on these criteria:

* Knowledge of policy and plan relating to highway safety inspection and repair
* Knowledge of highway condition inspections / surveys and their purpose
* Dealing with enquiries/complaints from the public and /or elected members
* Working with external organisations to provide a service
* Understanding of highway design specifications and material selection
* Working knowledge of a GIS system
* Knowledge of traffic control requirements for highway work
* Understanding of the general principles of highway asset maintenance
* Understands and recognises the challenges of working within a political environment
* Demonstrable numeracy, literacy and ICT skills at GCSE / BTEC level or above
* Clean driving license and access to a vehicle for work purposes – alternative arrangements will be made for disabled candidates

To work to the Council’s values and behaviours by:

* Keeping the people of **Stockport** at the heart of what we do
* Succeeding as a **team**, collaborating with colleagues and partners
* Driving things forward with **ambition**, creativity and confidence.

Showing value and **respect** to our colleagues, partners and customers.