

Job specification



Job title: Graduate Engineer – Network Management

Service: Places – Economy and Infrastructure

Grade: G6

Reporting to: Flood Risk Engineer

Your job

The Network Management Team provides essential front-line services to all highway users by ensuring the council's adopted highways and infrastructure is maintained to a high standard and congestion is minimised by means of effective Traffic Management.

As a Graduate Engineer, you will be one of the key officers responsible for implementing our asset management approach to managing and maintaining our Flood and Water Risk Management responsibilities.

In this role you will help to deal with the council's responsibilities as a Local Lead Flood Authority (LLFA) under the Land Drainage Act with respect to watercourses. You will also assist with the implementation measures relating to flood risk management brought about by the Flood and Water Management Act 2010, such as the periodically updating the local flood risk management strategy, completing flood investigations, updating the asset register and web data base, and the development and management of consenting to works adjacent to ordinary watercourses.

You will play a key role in the delivery of the aspirations and objectives set out in the Highway Asset Management Policy, Strategy and Plan, which aims to embed asset management as our core approach to managing our highway infrastructure.

You will contribute to the Council's Deal for the Future, in helping deliver growth and great places, with well-maintained highway infrastructure and developing services that support building self-reliance.

The Council is committed to complying with the European General Data Protection Regulations (GDPR) and meeting the requirements of the Information Commissioner's office (regulating data protection compliance in the UK). It is your responsibility to ensure that the work you undertake is compliant with the General Data Protection Regulations.

In this job you will

On an ongoing basis you will:

- Develop a good knowledge of the policies and strategic planning of all aspects of the Network Management highway services, including service plans that provide a business focused vision and ensuring all associated policies and strategies are consistent with the Council's vision and priorities.
- Assist in carrying out SuDs design checks associated with developer drainage proposals as part of the Council's responsibility as a statutory consultee on planning applications.
- Assist in organising and undertaking the annual programme of asset inspections, including completion of condition reports and updating the computerised asset register.

- Assist in organising, commissioning and managing the annual programme of minor maintenance works, as appropriate, including completion of condition reports, updating the computerised asset register and financial payments.
- Assist in carrying out the design, project management, site supervision, contract administration, financial management and budget monitoring within the constraints set on each project and associated procedures in connection with the project from conception to completion.
- Demonstrate flexibility and innovation in your approach to identify and deliver effective engineering and design solutions for a range of projects.
- Represent the council externally, both professionally and technically to lead and influence the development of projects, service standards and specifications, as required.
- Contribute to the preparation of reports for Cabinet, Scrutiny Committee and associated organisations with attendance at meetings, as required.
- Liaison with MP's, Members and officers of the Council, Statutory bodies and representatives of other external organisations and members of the public, as required.
- Take responsibility for your continued professional development to work effectively in the role and Network Management.
- Ensure you operate within GDPR guidelines by regularly reviewing data held and destroying information in line with retention schedules

In this job you will need

You must be able to demonstrate the following essential requirements:

- Degree in Civil Engineering BEng (Hons) or equivalent.
- The ability to research, analyse and interpret information and make recommendations.
- Knowledge of all relevant legislation, regulations, codes of practice, processes and techniques relating to all aspects of Flood and Water Management.
- Knowledge of the relevant national design standards including sustainable urban drainage systems.
- Experience of Health & Safety Legislation and best practice including risk assessment
- The ability to work as part of a team and as an individual, with an innovative approach to recognising problems and providing solutions.
- Be IT literate and competent in using CAD software
- Ability to work outdoors in all weather and work in difficult to access areas that include locations near water.
- Effective customer care and communication skills, both oral and written.
- The ability to undertake a range of duties simultaneously and prioritise workload.
- A current valid driving licence or can demonstrate the ability to travel as required using own or public transport in the most effective manner.

Our culture

For us, it's not just about all we achieve as an organisation, but how we do it. Therefore, all employees are expected to display our **Be Wigan** behaviours.

Be Positive... take pride in all that you do

Be Accountable... be responsible for making things better

Be Courageous... be open to doing things differently

Individuals with line management responsibilities are also expected to ...

Inspire... lead by example and help others to see the big picture

Care... show genuine concern for people as individuals and value their contributions

Engage... I connect with others both within and beyond the organisation

Staff Deal

Our Staff Deal is an informal agreement with all staff. It outlines what you can expect from us, and in return what we expect from you

Our part

- Provide strong, honest and visible leadership
- Reward your commitment and hard work
- Care for your health and well being
- Listen to you and put your ideas into action
- Support you to give something back
- Offer opportunities to learn and grow
- Be one team, one council
- Believe in you

Your part

- Listen, be open, honest and friendly
- Be efficient, flexible and professional
- Care for your health and stay active
- Tell us how we can improve
- Give something back whenever you can
- Take opportunities to learn and grow
- Be one team, one council
- Believe in yourself and our borough