



## **Job profile**

### **Engineer/ Senior Engineer**

#### **Grade I/K**

**Group:** Economy, Innovation and Growth

**Service:** Planning Policy, Climate Change and Strategic Transport

**Location:** Civic Centre

**Line Manager:** Team Leader

**Car User Status:** Casual

#### **Job Purpose**

To provide the professional expertise required for the efficient delivery of the Council's programmes for highway improvements and other civil engineering schemes.

#### **The key roles of this post will include:**

1. To solve engineering problems and provide technical advice for civil engineering projects.
2. To prepare schemes, carry out consultations, produce designs and drawings using CAD applications and prepare contract documentation.
3. To supervise work during construction to ensure efficient project management and quality of product.
4. To assist the team leader in relation to the overall delivery of the sustainable transport programme.
5. To demonstrate a wide range of knowledge and skills in relation to the functions and duties undertaken within the Service.
6. To motivate, lead, coach and supervise staff within the highway engineering team.
7. To deputise for the Team Leader as and when necessary.
8. To represent the Service at a local and regional level and on official bodies and working parties.



9. To keep abreast of appropriate current technical, legislative and administrative matters in order to provide advice, guidance and direction as required.
10. To assist in the development and maintenance of a customer orientated, high quality approach to service delivery to ensure that the service remains relevant and appropriate.
11. To undertake other duties commensurate with the post grade.



## Knowledge & Qualifications

### Essential:

#### Knowledge

- Understanding of highway design processes and procedures and Civil Engineering contract procedures.

#### Experience

- Highway Design and Construction
- Civil Engineering contract procedures
- Proficient in the use of AutoCAD
- Proficient in the use AutoCAD Civil 3D or Bentley MX Road
- Supervising of staff and works during construction

#### Qualifications

- Education to degree level or possession of Incorporated Engineer status
- Current full driving licence, access to a car or means to mobility support

### Desirable:

#### Knowledge

- Personnel management techniques and skills

#### Experience

- Appropriate IT software applications specific to post
- Project Management and budgetary control

#### Qualifications

- Membership of an appropriate chartered Institute
- Relevant qualifications in a Civil Engineering.



## Competencies

<b>Customer Focus</b>	Puts the customer first and provides excellent service to both internal and external customers
<b>Communication</b>	Uses appropriate methods to express information in a clear and concise way to make sure people understand
<b>Team Working</b>	Works with others to achieve results and develop good working relationships
<b>Making things happen</b>	Takes responsibility for personal organisation and achieving results
<b>Flexibility</b>	Adapts to change and works effectively in a variety of situations
<b>Learning and Development</b>	Actively improves by developing and applying new skills and knowledge and learns from past experiences
<b>Developing Teams and Individuals</b>	Promotes and supports team and individual learning and development and uses delegation to create a sense of ownership of high level organisational issues, and encouraging individuals to stretch beyond their current capabilities
<b>Managing Performance</b>	Effectively manages the performance of teams and individuals to ensure results are achieved
<b>Personal Impact</b>	Is self-aware, learns continuously and adapts behaviour in response to feedback. Makes things happen, operates with resilience, flexibility and integrity
<b>Making things happen</b>	Empowers people to initiate change. Supports innovative ideas and new ways of working