

**Division:** Apprentices

**Post Title:** Traineeship - Highways

**Grade:** National Minimum wage applicable

**Job Purpose:** To undertake a work experience placement in Highways Roadwork lasting between 12 weeks & 1 Year.

**Main Duties:** The following list is typical of the duties the post holder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

1. Assist ~~road worker~~ operatives in the provision of highways maintenance and construction
2. Use and maintain necessary tools and equipment in accordance with applicable codes of practice.
3. Assist in a number of basic tasks in relation to ~~road worker~~ duties e.g. flag laying, kerb laying, concreting and tarmac laying whilst complying with relevant health and safety legislation.
4. Attend off the job training to improve functional skills in maths and english.
5. Assist with maintaining a clean and tidy work environment following supervisor/mentor instructions at all times.
6. Attend periodic learner reviews
7. Assist in maintaining a healthy, safe and secure environment and to act in accordance with the Councils policies and procedures
8. Promote and implement the Council's equal opportunities policies in all aspects of employment and service delivery.