

# Project Engineer

## Grade 10

### **Our Vision**

We gave a clear vision for Staffordshire - an innovative, ambitious and sustainable county, where everyone has the opportunity to prosper, be healthy and happy.

### **Our Outcomes**

We want everyone in Staffordshire to:

- Have access to more good jobs and share the benefit of economic growth
- Live in thriving and sustainable communities
- Be healthier and more independent for longer

### **Our Values**

Our People Strategy sets out what we all need to do to make Staffordshire County Council a great place to work, where people are supported to develop, flourish and contribute to our ambitious plans. Our values are at the heart of the Strategy to ensure that the focus is on what is important to the organisation and the people it serves:

- Ambitious – We are ambitious for our communities and citizens
- Courageous – We recognise our challenges and are prepared to make courageous decisions
- Empowering – We empower and support our people by giving them the opportunity to do their jobs well.

### **About the Service**

#### **Directorate Purpose and Values**

Staffordshire County Council is one of the largest local authorities in the UK with an ambitious vision for Staffordshire and its people. Achievement of that vision will be underpinned by the support of the county council's Economy, Infrastructure and Skills directorate (EIS). The vision for EIS is to help Staffordshire's economy grow, so that everyone has the opportunity of a good job and good prospects in a beautiful, safe, accessible, vibrant, cultural, prosperous, business friendly and sustainable county.

## **Service Purpose**

This position sits within the Highways Asset Management team. Asset Management underpins all activities on the network ensuring whole life planning is considered at every stage of development. The team is responsible for designing, scheduling and supervising preventative and structural maintenance schemes, monitoring highway condition data and maintaining the Highways Base Specification.

## **Reporting Relationships**

**Responsible to: Senior Engineer Asset Management with additional reporting to the Asset Manager as required to deliver specific projects.**

**Responsible for: Such staff (internal, external or seconded) as may be placed under the postholder's control from time to time to deliver specific projects.**

## **Key Accountabilities:**

1. Assist in the overall planning, organisation and execution of all aspects of preventative and structural maintenance activities within a non routine and complex environment by ensuring highway infrastructure is built and maintained in accordance with the Council's local specification, ensuring your knowledge of the specification is up-to-date.
2. Prepare detailed complex engineering solutions, designs and drawings, including production of information required for construction pack, meeting statutory requirements.
3. Application of Engineering knowledge to review condition data and recommend treatment solutions. This includes annual SCRIM assessments, condition data, inspection records and Confirm data.
4. Conduct and co-ordinate pre-start site investigations, and review data in order to complete complex detailed design.
5. Carry out pre-adoption inspections as representative of the highway authority to ensure works have been completed to the standards required by the Staffordshire Base Specification and where non-conformance is identified, instruct actions to rectify as required.
6. Engagement with sub-contractors and supply chain partners to ensure good communication, relationships and quality assurance from scheme inception to completion.

7. Encourage innovation, sustainability and low carbon solutions through early contractor involvement and liaison with Staffordshire’s specification group.
8. Engage with County Councillors to develop a Member led programme and maintain good relations throughout all project stages to improve stakeholder communication and support through design, commissioning, mobilisation, construction and completion in line with the Pitching the Message strategy.
9. Lead on public engagement and communications across multiple formats including in person presentations, written communications, web pages and responding to public queries applying asset management principles to influence stakeholders.
10. Responsibility for project budgets for specific schemes, ensuring target costs are accurate and best value, reviewing and recording compensation event changes to advise the Asset Manager. Support the development of capital forward programmes based on budgetary allowances.
11. Comply with the requirements of the latest health and safety legislation, with particular regards to the duties of the ‘designer’ role under Construction (Design and Management) regulations.
12. Delegate for Senior Engineers where required and offer support and mentoring for wider team development. Direct the work of colleagues who may be placed under the post holder’s direction from time to time.

### **Professional Accountabilities:**

The post holder is required to contribute to the achievement of the Council objectives through:

#### **Financial Management**

Personal accountability for delivering services efficiently, effectively, within budget and to implement any approved savings and investment allocated to the service.

#### **People Management**

Engaging with People Management policies and processes

**Equalities**

Ensuring that all work is completed with a commitment to equality and anti-discriminatory practice, as a minimum to standards required by legislation.

**Climate Change**

Delivering energy conservation practices in line with the Council's climate change strategy.

**Health and Safety**

Ensuring a work environment that protects people's health and safety and that promotes welfare, and which is in accordance with the Council's Health & Safety policy.

**Safeguarding**




Commitment to safeguarding and promoting the welfare of vulnerable groups.

The content of this Job Description and Person Specification will be reviewed on a regular basis.

**Person Specification**

A = Assessed at Application

I = Assessed at Interview

<b>Minimum Criteria for Disability Confident Scheme *</b>	<b>Criteria</b>	<b>Measured by</b>
	<b>Qualifications/Professional membership</b> <ul style="list-style-type: none"> <li>• A Chartered or Incorporated Civil Engineer or</li> <li>• An appropriate degree in Civil Engineering or</li> <li>• A HNC in Civil Engineering plus relevant professional membership and demonstrable post qualification experience or</li> <li>• Significant experience in a Civil Engineering role</li> </ul>	A
	<b>Knowledge and Experience</b> <ul style="list-style-type: none"> <li>• Significant experience in the design and delivery of highway maintenance related projects</li> <li>• Experience in CAD</li> <li>• Understanding of asset management principles, condition data measurement methods (e.g. SCRIM, SCANNER)</li> <li>• Knowledge and understanding of design standards, design guidance and statutory requirements associated with highway projects.</li> <li>• Experience of working in partnership with internal and external stakeholders</li> <li>• Experience of communications with and instruction of stakeholders, contractors and third party organisations</li> <li>• Experience of participating in multi-disciplinary teams</li> <li>• Experience of working with highway contracts, highway legislation and legal agreements.</li> <li>• Demonstrable ability to use Microsoft software packages</li> <li>• Full driving license required</li> </ul>	A/I
	<b>Skills</b> <ul style="list-style-type: none"> <li>• Proven communication skills: be able to articulate information effectively and confidently to colleagues, partners, stakeholders and service users, both verbally and in written communications.</li> <li>• Ability to problem solve, evaluating and investigating issues and generating practical solutions.</li> <li>• Political awareness</li> <li>• Ability to prioritise and adapt to change</li> <li>• Demand management skills</li> <li>• Financial and budgetary skills</li> <li>• Commitment to continued professional development</li> <li>• Representational, persuasive and negotiating skills</li> </ul> <p>This post is designated as a casual car user.</p>	A/I



If a disabled person meets the criteria indicated by the Disability Confident scheme symbol and provides evidence of this on their application form, they will be guaranteed an interview.

We are proud to display the Disability Confidence Symbol, which is a recognition given by Job centre plus to employers who agree to meet specific requirements regarding the recruitment, employment, retention, and career development of disabled people.

If you need a copy of this information in large print, braille, another language on cassette or disc, please ask us by contacting  
Talent & Resourcing Team 01785 278300