Staffordshire County Council

Job title: Intelligent Transport Sytems Technical Assistant
Grade: 6

Our Vision

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

With pride. With purpose. With you.

vision will be underpinned by the support of the 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

The Highways and Built County service sits within the EI&S directorate. It is a multi-disciplinary team whose purpose is to manage, maintain and sustainably improve Staffordshire's built environment so that it is safe, accessible, attracts inward investment and economic growth, and supports social cohesion and healthy lifestyle choices.

Achievement of these service area outcomes is managed through five business unit areas:

- Highway Asset and Network Management
- Sustainable Development
- Project and Technical Services
- Communities and Road Safety

The service operates in a diverse and challenging operating environment that requires significant layers of experience, personal and technical skills to ensure the maximum benefits are realised.

The service has a diverse and challenging portfolio of projects and programmes that require significant layers of skills to support and achieve the Council's Corporate Plan.

The majority of highway operations are delivered through Infrastructure+, a partnership arrangement between Staffordshire County Council and Amey LG Ltd. The Highways Infrastructure+ partnership approach is applied to the delivery of all highway operations and associated services.

Projects and Technical Services

The Projects and Technical Services area consists of five specialist teams delivering the highway operations associated with HS2, Integrated Transport Projects, Street Lighting, Intelligent Transport Systems and the Highways Laboratory.

With pride. With purpose. With you.

Intelligent Transport Systems (ITS) consists of a range of specialised facilities deployed to manage, inform and control vehicular / pedestrian traffic as it negotiates the county highway network. The ITS infrastructure consists of a centralised Urban Traffic Control and associated systems that are used to monitor and control over 800 ITS assets such as Traffic Signals, Vehicle Activated Signs, CCTV and other ITS related equipment placed upon the network. The ITS team oversee the maintenance operations associated with the equipment and manage a number of contracts to deliver the service. The team also provides technical support to facilitate the delivery of highway activities and the objectives of the Infrastructure+ partnership.

About the Role

The postholder will be required to assist with the management, operation, design and development of the services undertaken by the Intelligent Transport Team. The postholder will be actively involved in the day to day activities of the section which operates both planned and reactive initiatives to maintain highway standards.

Reporting Relationships

Responsible to: Principal ITS Engineer

Responsible for: Not Applicable

Key Accountabilities:

1. Assist with the implementation, development, operation and management of the County's Urban Traffic Control system and associated ITS equipment.

2. Assist with the management, supervision and delivery of the Council's ITS maintenance contract to ensure that ITS equipment is designed and delivered to the latest standards and specifications.

3. Assist in the design, specification, procurement, and supervision of new ITS equipment installed on the highway network to ensure compliance with the Council's ITS specifications.

4. Assist with the management of the ITS asset and fault management system by performing various tasks, such as maintaining an up-to-date asset inventory, accurately updating Elexon codes for new and existing

ITS assets, and managing the addition and assessment of faults to be forwarded to the contractor.

5. Assist with the production of detailed cost estimates for internal and external clients to inform project costs and aid decision making.

6. Assist with design checks and approvals of third-party submissions to ensure that ITS assets are designed and delivered to the latest standards and specifications.

7. Assist with the pre and post installation checks of ITS schemes to ensure that a compliant design has been achieved.

8. Helping to maintain good working relationships with external bodies, government departments, district and parish councils, local partnership groups, National Highways, consultants etc. to achieve efficient and effective service delivery.

9. It is expected that the postholder will occasionally be requested to work outside the core hours when required to complete the operational and delivery requirements of the ITS service.

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.

With pride. With purpose. With you.

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
T = Assessed through Test

Minimum Criteria for Disability Confident Scheme *	Criteria	Measured by
disability confident EMPLOYER	**Qualifications/Professional membership** • ONC or HNC in electrical engineering or similar engineering discipline, or BTEC Level 3 qualification in a technical subject, or substantial experience in a similar role.	A
disability confident EMPLOYER	• 5 GCSEs between Grades 9 to 4 (A* to C) including Maths and English.	A
disability confident EMPLOYER	**Knowledge and Experience** • Demonstrable experience of working or studying within a technical / engineering environment.	A/I
	• Demonstrable knowledge of electrical or electronic systems, or information technology engineering principles.	A/I
	• Knowledge and / or experience of liaising with appointed contractors for the delivery of works to an agreed specification.	A/I
	• Experience of working in multi-disciplinary teams.	I
disability confident EMPLOYER	**Skills** • Computer literate and competent with using software packages such as Microsoft Office.	A

• Technical drawing and the use of CAD based software applications, would be an advantage.	A/I
• Ability to work effectively within a multi-disciplinary team environment and independently.	A/I
• Drive, enthusiasm and flexibility.	A/I
• Effective verbal and written communication skills	A/I
• Effective organising and planning skills.	A/I
• Ability to prioritise competing workloads and demands.	A/I
• A current and valid driving license / ability to travel within the County	A
This post is designated as a casual car user.	

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

With pride. With purpose. With you.