



**Job Description**

<b>Department:</b>	Place & Economy
<b>Division/Section:</b>	Peterborough Highway Services
<b>Job Title:</b>	Engineer (Implementation)
<b>Post No:</b>	010562
<b>Grade:</b>	7 - 8 - 9
<b>Reports to:</b>	Senior Engineer (Implementation)
<b>Organisation Chart:</b> Show immediate manager and any jobs reporting to this post.	<pre> graph TD     A[Senior Engineer (Implementation)] --&gt; B[Engineer (Implementation)]             </pre>
<b>DBS Check applicable?</b>	Basic <input type="checkbox"/> Standard <input type="checkbox"/> Enhanced <input type="checkbox"/> None <input checked="" type="checkbox"/> x
	<p><b>Is post exempt under the Rehabilitation of Offenders Act 1974 in respect of declaration of spent convictions?</b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> x</p>
<b>Line Management responsibility for:</b>	<p>No. of direct reports: 0</p> <p>No. of indirect reports: 0</p>
<b>Size of budget:</b>	- state whether <i>accountable</i> for (i.e. budget holder) or <i>accounting</i> for (e.g. monitoring) Nil for both
<b>Job Purpose:</b>	<ul style="list-style-type: none"> <li>To work as part of the Highway Control Team to carry out primarily inspections and adoptions of development related highway works.</li> <li>To assist with vetting of highway schemes and inspection of sustainable drainage systems (SUDS).</li> </ul>

## Main Duties and Responsibilities:

1. Inspect developer-led highway works in relation to 184/38/278 of the Highways Act 1980.
2. Take a pro-active role in ensuring the timely completion and adoption of developer-led highway infrastructure works.
3. Provide advice on implementation, construction and adoption of developer-led highway works, and where necessary assess temporary traffic management proposals.
4. Undertake the vetting of proposed developer-led highway works in relation to Section 184/38/278 of the Highways Act 1980.
5. Assist, where necessary, with the inspection and adoption of development-related highway and drainage works including sustainable drainage systems.
6. Deal promptly and efficiently with enquires and correspondence.
7. Be aware of the Structure Plan, Local Plan and Local Transport Plan.
8. Be aware of planning guidance, highway guidance, Highways Act 1980, Floods & Water Management Act 2010 and other relevant documents.
9. Represent the Council on highway matters as may be required at meetings with the public, agents, Councillors, Parish Councils, other local organisations and external bodies.
10. Be familiar with Council's procedures.

### PROGRESSION CRITERIA

#### Grade 7 (Level 1)

On appointment to or progression to Grade 7 you would normally be expected to have minimum of 2 years experience in a relevant field or hold an appropriate qualification in a relevant field. You will be capable of dealing with more complex tasks and working alone for longer periods with less supervision and instruction. You will have a sound knowledge of highway and drainage construction techniques. You would be expected to be take on some vetting applications and sites of a reasonable size with little assistance from a senior officer. The post holder will be expected to work with a medium level of supervision and guidance from a senior officer. You will need to hold a full UK driving licence and have a vehicle insured for business use.

#### Grade 8 (Level 2)

On appointment to or progression to Grade 8 you would normally be expected to have a minimum of 3 years' experience in a relevant field or hold an appropriate qualification in a relevant field, either an BTEC National Certificate in Civil Engineering or equivalent. You will be capable of dealing with complex tasks and work alone the majority of the time with limited supervision and instruction from others. You will have a sound knowledge of highway and drainage construction techniques and a minimum of 2 years' experience of on-site supervision or inspection. The post holder will be expected to work with limited supervision and guidance and will be expected to take on applications and sites of any size or type. You will need to hold a full UK driving licence and have a vehicle insured for business use.

#### Grade 9 (Level 3)

On appointment to or progression to Grade 9 you would normally be expected to have a minimum of 5+ years' experience in a relevant field, hold an appropriate qualification (BTEC National Certificate/HNC in

Civil Engineering or equivalent in relevant field) or be able to demonstrate clear professional development through longstanding membership of a relevant recognised institute within the industry. You will have an in depth understanding of development control and be able to handle complex tasks while working alone and with little to no supervision. You will have a sound knowledge of highway and drainage construction techniques and a minimum of 4 years' experience of on-site supervision or inspection. The post holder will be expected to assist in on-the-job training of junior team members and be capable of taking on applications and sites of any size or type. You will need to hold a full UK driving licence and have a vehicle insured for business use.

<p><b>Generic Responsibilities:</b></p>	<p>To carry out all responsibilities with regard to the Council's Equalities Policy and Procedures and Customer Care Policy.</p> <p>To comply with all Health &amp; Safety at work requirements as laid down by the employer.</p> <p>The council is committed to safeguarding and promoting the welfare of children and vulnerable adults and expects all staff and volunteers to share this commitment.</p>		
<p><b>Flexibility Clause:</b></p>	<p>Other duties and responsibilities express and implied which arise from the nature and character of the post within the department (or section) mentioned above or in a comparable post in any of the Organisation's other sections or departments.</p>		
<p><b>Variation Clause:</b></p>	<p>This is a description of the job as it is constituted at the date shown. It is the practice of this Authority to periodically examine job descriptions, update them and ensure that they relate to the job performed, or to incorporate any proposed changes. This procedure will be conducted by the appropriate manager in consultation with the postholder.</p> <p>In these circumstances it will be the aim to reach agreement on reasonable changes, but if agreement is not possible the Head of Service reserves the right to make changes to your job description following consultation.</p>		
<p><b>DATE:</b></p>	<p><b>20/01/21</b></p>	<p><b>COMPLETED BY:</b></p>	<p>Nick Greaves</p>