

Person Specification

JOB TITLE: Streetworks Team Manager

POST NO: 014011

GRADE: 12

DEPARTMENT:
Place and
Economy

HOURS 37

DIVISION: Peterborough Highway Services

DIRECTOR: Adrian Chapman

DATE: 6th March 2022

COMPLETED BY: Kevin Ekins

| ATTRIBUTES | ESSENTIAL CRITERIA | DESIRABLE CRITERIA |
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| SKILLS & ABILITIES | <p>Able to organise and plan complex information.</p> <p>Looks at the bigger picture and quickly identifies the important issues in complex situations. Pulls together ideas, issues and observations into a single concept or a clear idea</p> <p>Strong communication skills both written and verbal including persuading and influencing</p> <p>Well-developed customer awareness and sensitivity in consulting and dealing with the public and the media</p> <p>The ability to maintain high levels of performance and meet deadlines with minimal supervision under challenging conditions</p> <p>Comprehensive IT skills</p> <p>Ability to work independently and as part of a team</p> <p>Good problem solving and decision making skills</p> <p>Excellent interpersonal skills and a robust attitude to driving progress</p> <p>Ability to build rapport with internal and external stakeholders</p> <p>Possess ability to motivate team members.</p> | <p>Ability to use Confirm software system or equivalent system for streetworks</p> <p>Demonstration of a creative and flexible approach to work</p> <p>Able to represent the authority at all levels, at public meetings and in the media</p> |

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| KNOWLEDGE | <p>Knowledge and up-to-date understanding of legislative and policy frameworks as they apply to the service</p> <p>An in depth knowledge of Highways Act 1980, New Roads and Street Works Act 1991, Traffic Management Act 2004, National Permit Conditions <i>(For the right candidate a period of study may be required to achieve this level)</i></p> <p>Extensive knowledge of Highway Authority's obligation in respect of NRSWA and TMA <i>(For the right candidate a period of study may be required to achieve this level)</i></p> | <p>Knowledge of Peterborough area and its road network</p> <p>An understanding and experience of the permit scheme for road and street works</p> |
| EXPERIENCE | <p>Experience of working in a traffic management / street works / Permitting capacity</p> <p>An understanding of how to manage the needs of a diverse set of stakeholders</p> <p>Experience of managing a team</p> <p>Ability to coordinate multiple sets of work on the public highway whilst maintaining customer needs</p> <p>Experience in finance management</p> <p>Be able to respond in an emergency, to quickly analyse a situation and decide on a course of action without reference to senior colleagues</p> | <p>Experience in the supervision of highway associated works.</p> |
| QUALIFICATIONS | <p>Tertiary level education (e.g. Degree, HND, HNC etc.) or equivalent substantial experience operating in a streetworks environment</p> <p>Supervisors Certificate under The New Roads & Street Works Act OR willingness to obtain.</p> | <p>Degree or HNC in relevant discipline e.g. Civil Engineering</p> |
| PERSONAL CIRCUMSTANCES | <p>Flexible and able to cope with change</p> <p>Willingness to attend meetings including occasionally outside of Peterborough</p> <p>The ability to work evenings and weekends when necessary to attend meetings of the Council, Committee or other work-related body when necessary</p> | <p>Ability to travel within the local area</p> |
| EQUALITY | <p>Candidates must demonstrate understanding of, acceptance and commitment to the principles underlying equal opportunities.</p> <p>Candidates must have knowledge and understanding of the needs of vulnerable disadvantaged and underprivileged people and have previously taken steps to eradicate/reduce inequalities</p> | |

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| CUSTOMER CARE | Knowledge and understanding of effective customer care | |
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*[At the end of each criteria the following codes are used to indicate how the criteria will be assessed:
(AI) Application / Interview, (P) Presentation, (W) Written Test.]*