

Role Profile



Reference Number	GRO001
Role Title	Engineering/Transportation Technician II
Directorate	Regeneration and Economy
Department	Growth and Infrastructure
Reports to	

Role Purpose

Provide technical support in the design, implementation and monitoring of engineering, construction, maintenance, traffic and transportation related schemes, services, policies, projects or improvement works, helping to ensure that they are delivered in accordance with requirements and broader strategies.

Accountabilities

- Prepare drawings, information, and/or designs for traffic and transportation, minor highways or engineering related projects to support their development and delivery.
- Provide supervision of works, service delivery, under appropriate direction, to ensure that traffic and transportation, engineering, construction, maintenance or improvements works are delivered in accordance with quality, cost, and time requirements.
- Handle more complex enquiries arising from Members, the public, contractors and other stakeholders so that their queries, complaints, or inputs can be resolved, or directed to an appropriate channel.
- Provide support in undertaking surveys, studies, audits, site measurements, risk assessments and analysis to understand the viability or requirements for services, projects and schemes.
- Liaise with internal and external colleagues/contractor/suppliers/partners to contribute to service and project delivery and/or to ensure that infrastructure, traffic and transportation services are delivered according to specification and budget.
- Represent the team at meetings where appropriate, to gather and share information, and to promote the work and associated projects.
- Support formulation of technical advice and reports to support the reporting of progress of projects and schemes or decision making/governance processes.
- Create and maintain accurate and timely records, logs and databases relating to the activities of the service to ensure that clear records and up to date information is available for the department or business unit.

Knowledge / Skills / Experience required

- Education to HNC level, with appropriate qualification in area of discipline.
- Knowledge of regulations and processes relating to area of work such as traffic, transportation, highways, construction, maintenance or engineering.
- Knowledge and experience of using computer design and drawing packages, databases, spreadsheets and discipline specific software such as AutoCAD, GIS, excel, word.
- Experience working in a customer facing role.
- Ability to plan and organise own work and deal with competing demands.

- Ability to provide, advice and guidance, to explain technical content to non-specialists, and to gain acceptance using logic and technical persuasion.

Dimensions of role

- This role does not have any formal supervisory or management requirements but may provide direction or approval of appointed consultancy services or contractors undertaking work.
- This role does not manage any direct budgets.
- Planning will typically be over days and weeks but the role holder will need to understand the work of the team, and be able to organise their own time.

Notes

Date:	Updated 01/11/2021 JV
Working Conditions:	<p>Aspects of the role that have a material impact on the nature of the job, once all reasonable actions have been taken to moderate or eliminate them:</p> <ul style="list-style-type: none"> • In undertaking site visits, the role will entail some walking, standing and bending. This will typically represent 10% - 20% of the role holder's time. • Visits to construction sites will mean occasional exposure to noise, odours, noxious substances, and weather.
Working Arrangements:	<ul style="list-style-type: none"> • The role is required to work occasionally at night and infrequently at the weekend.