

Engineer /Transport Planner

Department: Growth, Housing and Environment

Division: Operations & Transport

Reports to: Senior Engineer / Senior Transport Planner

JE Reference: GHE1061

Grade: 9

JE Date: 20/4/2020

Job purpose

Providing technical support for the provision of engineering services to implement approved capital developments and operational asset maintenance programmes ensuring a safe and effective Island wide physical infrastructure, including highways, sea defences, waste management, surface and foul drainage and traffic and transport improvements to meet the needs of the Island and comply with statutory requirements.

Job specific outcomes

Collate information to enable the construction of projects and works by collecting, refining and analysing data, preparing detailed designs, drawings, tender specifications and undertaking impact, risk and environmental assessments, making sure that industry standards are met while achieving best value for public spend.

Undertake site assessments of island wide assets including sea defences, walls, slopes, highways, traffic conditions and waste management infrastructure as applicable to their field of work, planning maintenance and repair work or gathering data for feasibility studies and impact assessments as required to support the provision of critical work for the functioning of the local society.

Carry out investigation and research into solutions to engineering problems that meet industry standards ensuring that the latest appropriate methodology that meets the requirements of the work needing to be undertaken is used.

Design maintenance schemes or transport delivery models as applicable and prepare detailed cost proposals for consideration by the Senior Team contributing to the delivery of effective schemes and programmes of work.

Provide project related technical advice to customers in relation to transport and other engineering factors; engage with members of the public regarding works planned and supervised by the section, including at public consultations and negotiations with landowners, continuously seeking to reduce any negative impact and maximise the benefits of the schemes being implemented.

Monitor and supervise allocated work, ensuring it is carried out in accordance with agreed project specifications, budget and legal obligations (including Health and Safety standards) and maintaining a good working relationship with all relevant parties involved in the delivery of the

work, such as contractors and internal and external stakeholders, to ensure that overseen projects are successfully delivered.

Monitor the cost of allocated projects and maintain financial data for budgetary control purposes to support decisions related to ongoing project planning, including investment solutions to technical issues as they arise, so as to ensure that best value for investment is maintained at all times.

Implement and monitor risk management procedures, related to prioritisation of work, creating audit trails of inspections and maintenance regimes and establishing systems for the formal recording of Highways, Infrastructure and Waste Management schemes and assets to ensure that robust governance is in place for successful delivery of allocated projects.

Utilise and exploit the capabilities of a range of specialist software applications for drafting, structural design packages, asset and / or traffic management systems as applicable to the role, to enable effective design and management of engineering and transport planning projects.

Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

This role is politically restricted. The job holder is not permitted to undertake political activity involving standing for election to the Government or as a Parish Constable, or publicly supporting someone who is standing for election or playing a public part in any political manner.

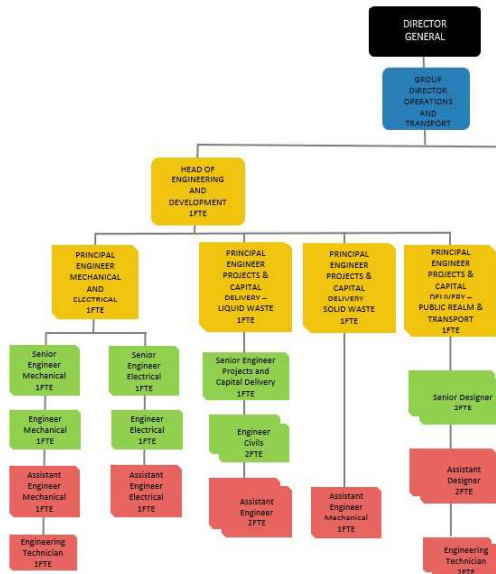
Services (TIER 1,2 and 3 jobs only – DELETE if not applicable)

The role refers to the following specialisms:

- Engineer - Inert, Hazardous, Contaminated, Glass
- Engineer - Liquid Waste - Drainage Capital
- Engineer - Mechanical
- Engineer - Electrical
- Engineer - Projects and Capital Delivery
- Engineer - Traffic Lights
- Engineer - Transport Projects
- Engineer - Mapping and Asset Data
- Transport Planner

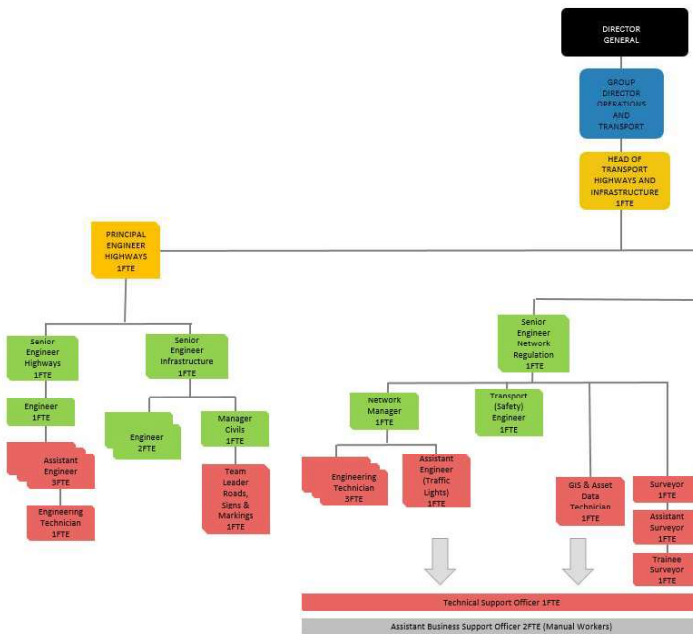
Organisation chart

OPERATIONS AND TRANSPORT
Engineering & Development,
Education & Awareness
Proposed Structure



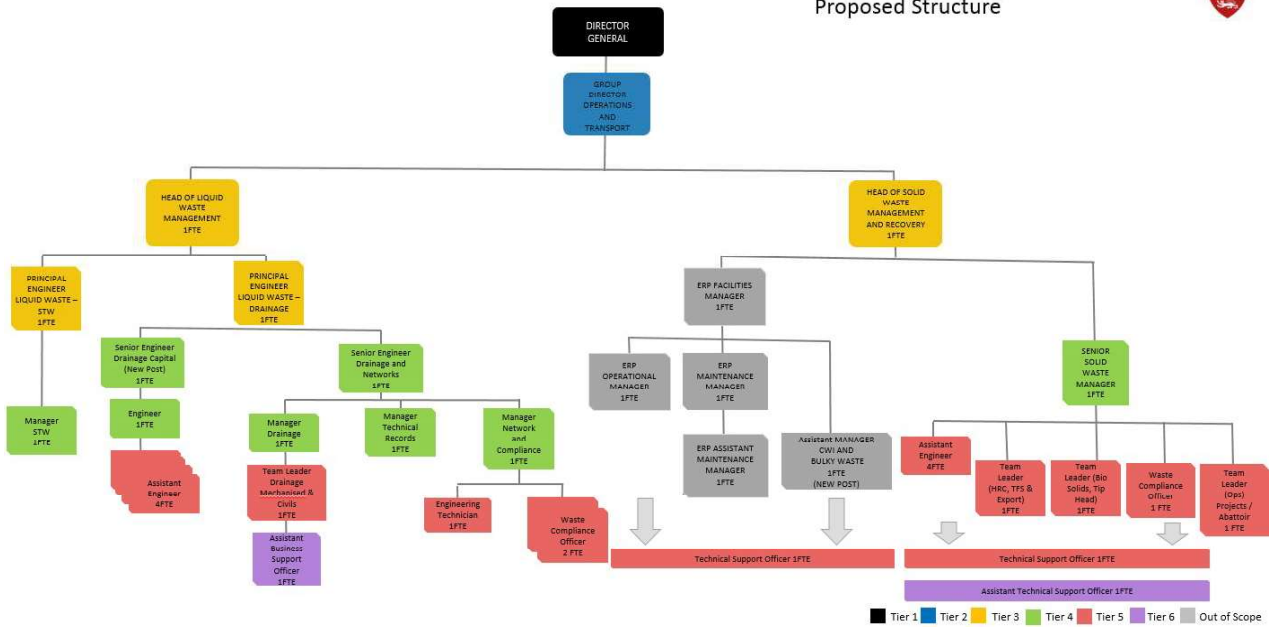
*Also shown in the Transport structure
 ■ Tier 1 ■ Tier 2 ■ Tier 3 ■ Tier 4 ■ Tier 5 ■ Tier 6 ■ Contractors

OPERATIONS AND TRANSPORT
Transport, Highways and Infrastructure
Proposed Structure



■ Tier 1 ■ Tier 2 ■ Tier 3 ■ Tier 4 ■ Tier 5 ■ Tier 6 ■ Out of Scope

OPERATIONS AND TRANSPORT
Liquid Waste, Solid Waste
Proposed Structure



Person Specification

Specific to the role

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p>Qualifications <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i></p>	<p>Degree level qualification or equivalent gained by substantial practical experience in a relevant specialism e.g. Mechanical, Electrical Engineering, Chemical, Civil and Traffic Engineering, Transport Planning, Environmental Science etc.)</p> <p>Incorporated professional membership with a relevant professional body (e.g. Institute of Mechanical Engineers, Institution of Engineering and Technology, Institute of Civil Engineers, Chartered Institute of Building, British Institute of Facilities Management, Chartered Institution of Highways and Transportation, Transport Planning Society etc.) or equivalent level</p>	<p>Health & Safety certificate (e.g. IOSH)</p> <p>Project management qualification or equivalent</p>
<p>Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i></p>	<p>Knowledge of:</p> <p>The latest theory and practices, processes and techniques as related to their industry, including ongoing Continuing Professional Development</p> <p>Project Management</p> <p>Commissioning services</p> <p>Knowledge of performance management</p>	<p>Knowledge of:</p> <p>The activity and processes of Government</p> <p>Management reporting as it relates to this role</p> <p>The Growth, Housing and Environment priorities, key objectives, risks and issues relevant to the department division and the role</p>

	and understanding of performance metrics	
<p>Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i></p>	<p>Computer literate with ability to operate the Microsoft Office package.</p> <p>Ability to use technical business applications designed to capture, store, manipulate and analyse technical data and create designs and mapping (e.g. CAD, GIS) as relevant to the specific area of expertise.</p>	Driving licence (Group B)
<p>General Skills/Attributes <i>This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>Problem solving, negotiation and influencing skills</p> <p>Confident decision-maker</p> <p>Ability to develop innovative approaches to service delivery</p> <p>Ability to lead, motivate and manage teams to facilitate achievement of high delivery and performance and manage poor behaviour.</p> <p>Strong relationship building skills</p> <p>Ability to present effectively, both verbally and in writing</p> <p>Ability to produce written materials (e.g. letters, reports, discussion papers, proposals) to a high level for presentation</p>	
<p>Experience <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period</i></p>	<p>Experience of:</p> <p>Leading the delivery of strategy</p>	

<p><i>of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i></p>	<p>Managing the operational delivery of relevant technical / operational services</p> <p>Managing staff and budgets</p> <p>Experience in Project Management and implementation of change projects</p>	
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Core Accountabilities, Attributes and Behaviour Indicators

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the Government of Jersey tier 4 core accountabilities attributes and behaviour indicators.

Organisational structure

