

Engineering Technician

Department: Growth, Housing and Environment

Division: Operations & Transport

Reports to: Engineer / Transport Planner

JE Ref: GHE1062.1

Grade: CS09

JE Date: 15/07/2020

Job purpose

Undertaking routine, planned and reactive technical work to support the planning, development and maintenance of critical operational, sea defence and transport infrastructure and the implementation of traffic improvements as applicable to the role, to assist in the delivery of essential maintenance and improvement projects.

Implementing best practice systems and methods in relation to maintenance projects and engineering works to ensure safe and highly functional critical infrastructure is in place for the benefit of the Island society.

Job specific outcomes

Monitor the condition of operational, road and/or sea defence infrastructure, carrying out recorded inspections to inform the prioritisation and procurement of reactive, routine and planned maintenance work and instigating immediate remedial repair where there is potential danger to the public to ensure the maintenance of critical infrastructure in a safe and usable condition.

Contribute to auditable databases containing inspection records by filling in data on the Island's road and waste management network and programmes of reactive and routine maintenance and all excavations and reinstatement works carried out by direct labour / contractors to ensure proper documentation and governance is in place, so as to support successful work delivery.

Utilise and exploit the capabilities of a range of specialist software applications for primary drafting, structural design packages, asset and / or traffic management system as relevant to the role, to assist in the effective design and management of engineering and transport planning projects.

Collect information for routine maintenance and one-off improvement projects at feasibility, outline and design stages, preparing delivery plans and also supporting preparation of planning applications required for undertaking such works, ensuring codes of practice and Health and Safety guidelines are abided by and industry standards are met to enable enforcement of successful and safe project delivery.

Provide technical expertise and ensure works are performed in line with agreed specifications and industry standards to promote quality service delivery and value for money.

Engage with the general public, Parochial authorities, other Government directorates and contractors to identify and promote safe working requirements and optimum technical solutions as applicable to their area of responsibilities, seeking to ameliorate the impact of works and promoting the benefits of the schemes implemented, to support delivery of operational and infrastructure projects that benefit the local community.

Investigate and monitor solutions to a variety of engineering and maintenance issues, including materials, methods of production and workmanship to improve the efficiency of repairs and maintenance work and help bring innovation to the engineering projects undertaken for the benefit of islanders.

Provide cost control of work undertaken by contractors, by ensuring received accounts are in accordance with contractual agreements, and resolving any discrepancies to assist with efficient and effective project delivery.

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.

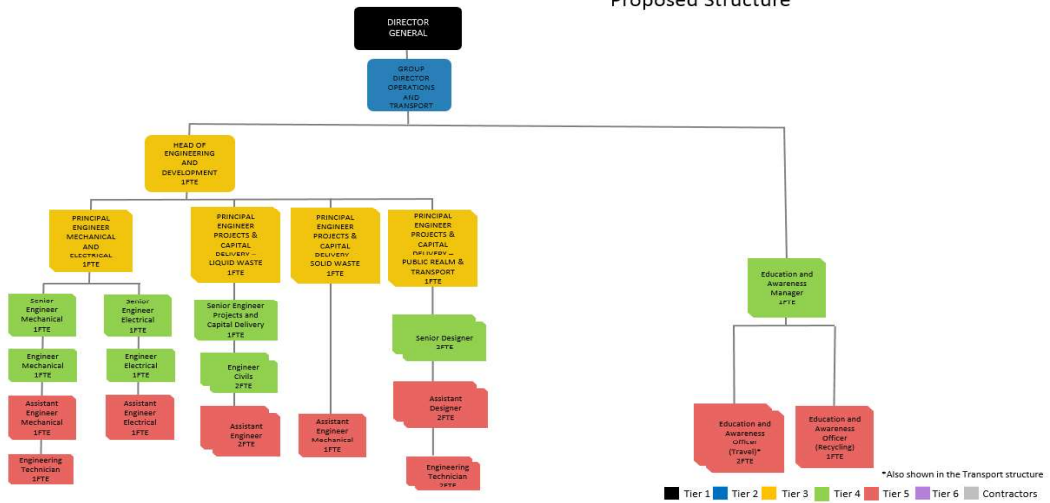
Services (TIER 1,2 and 3 jobs only – DELETE if not applicable)

The role refers to the following specialisms:

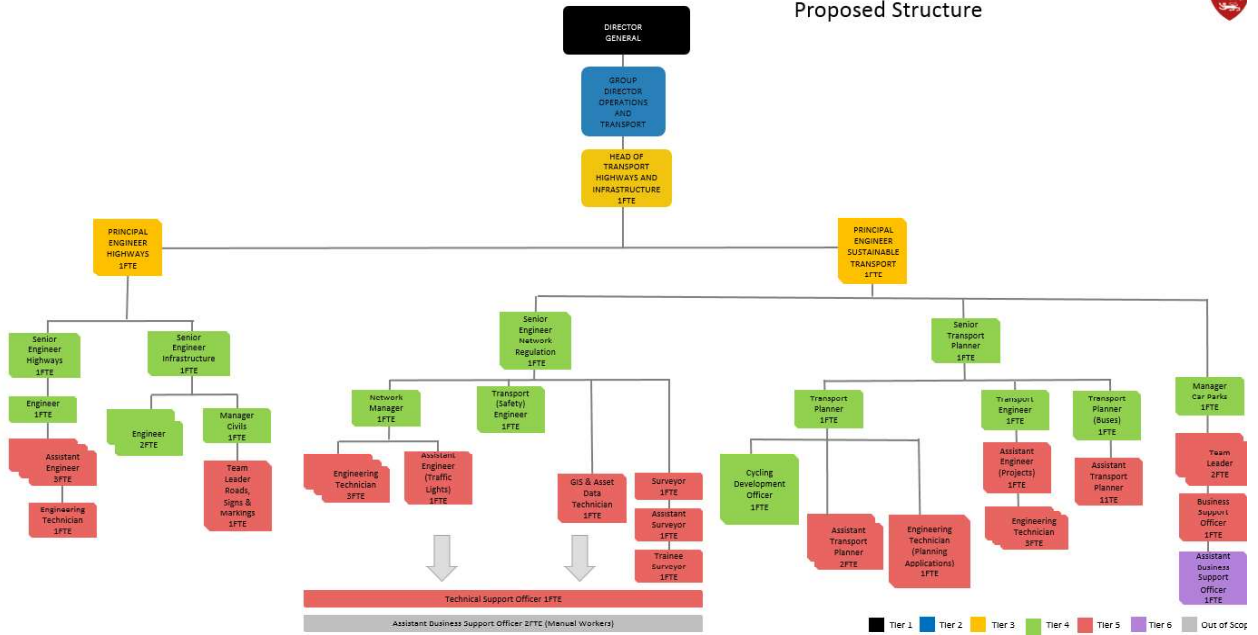
- Engineering Technician - Sustainable Transport - Network Regulation
- Engineering Technician - Sustainable Transport - Transport Planning
- Engineering Technician - Highways
- Engineering Technician - Mechanical
- Engineering Technician - Drainage Network
- Engineering Technician - Transport Planning
- Engineering Technician - Projects and Capital Delivery

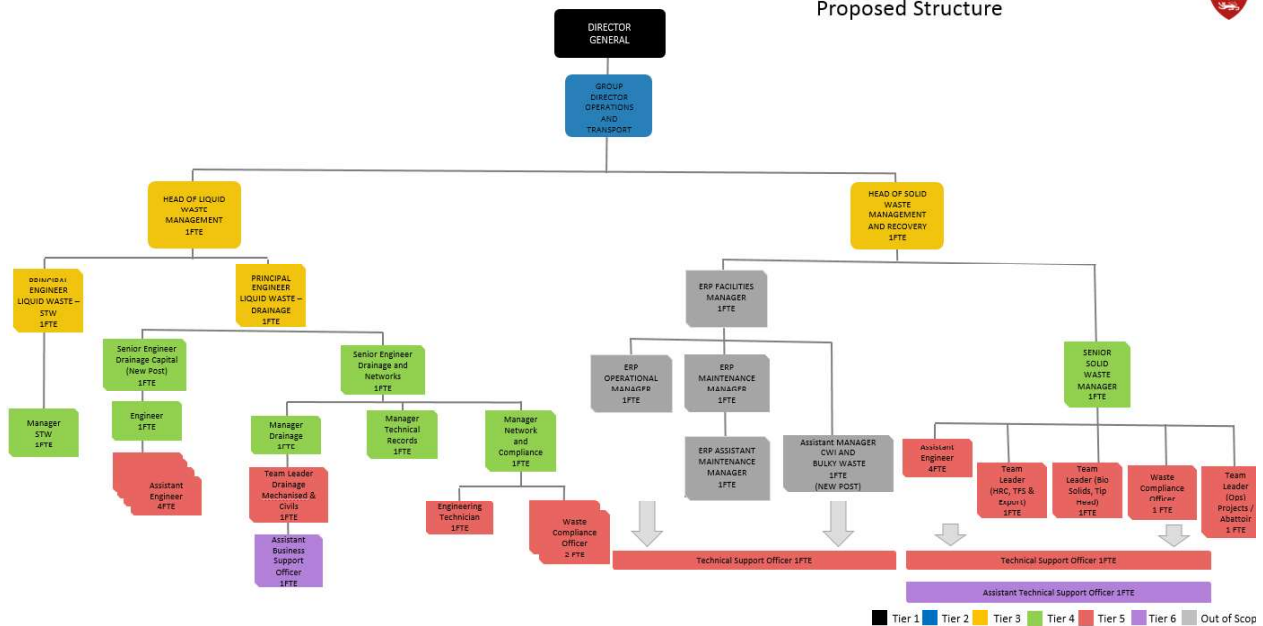
Organisation chart

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



OPERATIONS AND TRANSPORT Transport, Highways and Infrastructure 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>BTec Higher National Diploma or Certificate (HND/C), degree or equivalent plus 3 years practical experience in a relevant specialism e.g. Mechanical, Electrical Engineering, Chemical, Civil and Traffic Engineering, Transport Planning, Environmental Science, Geography etc.)</p> <p>Technician membership or equivalent with a relevant professional body (e.g. Institute of Mechanical Engineers, Institution of</p>	<p>Health & Safety certificate (e.g. IOSH)</p> <p>Project management qualification or equivalent</p>

	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.)	
<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>Construction work procedures, technology and surveying</p> <p>CAD and engineering design</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>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>
<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 (e.g. CAD) as relevant to the specific area of expertise.</p>	<p>Driving licence (Group B)</p>
<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>Strong relationship building skills</p> <p>Ability to prioritise and meet deadlines</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 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>Experience of:</p> <p>Work procedures, processes and methodologies as relevant to their field of expertise</p> <p>Assisting in the delivery of planned strategy</p> <p>Cost control to agreed financial specifications</p> <p>Experience in Project Management</p>	

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 5 core accountabilities attributes and behaviour indicators.

Organisational structure

ONE GOVERNMENT

Office of the Chief Executive

Customer and Local Services

Children, Young
People, Education
and Skills

Health and
Community Services

Justice and
Home Affairs

Treasury and
Exchequer

Growth, Housing
and Environment

Strategic Policy,
Performance and
Population

Chief Operating Office