

Chargehand – Road Signs & Markings

Department: Infrastructure, Housing and Environment

Section: Operations & Transport – Road Signs & Markings

Reports to: Leading Chargehand – Road Signs & Markings

JE Ref: IHE1140

JE Date: 28/03/2023

Grade: MW06

Job purpose

To assist the Leading Chargehand – Road Signs & Markings by heading a small team as a working Chargehand with a range of duties relating to the maintenance of road signs and road markings, the manufacture and installation of road and other event signs, the placing and removal of temporary road signage and the installation and maintenance of display lighting and Christmas decorations to pre-installed electrical supplies.

Job specific outcomes

To plan, control and direct staff within the team in the daily duties allocated by the Leading Chargehand to the Road Signs and Markings team that the postholder is responsible for. Use specialist equipment involved in the design, manufacture and installation of road signs and spray, pre-mark and thermoplastic materials and application processes for the provision of road markings to the correct national and local specification in accordance with the Road Traffic Regulations.

As the team chargehand, oversee the traffic management aspects of the role that are critical to the safety of the team when working on public roads in a live-traffic situation. Deploy sufficient members of the team to these duties as determined by an on-site risk assessment.

Act as the on-site point of contact for members of the public affected by any works ensuring that the work areas are correctly signed and safe in line with the sections Risk Assessments and standard operating procedures for working near live traffic. Use the Department's 'Dynamic Risk Assessment' booklets to record and mitigate any specific site safety issues not covered by the standard RAs. Notify the Leading Chargehand of any updates required to the standard RAs to capture new recurring safety concerns and/or areas where Health and Safety can be improved.

Continuously review working practices and make recommendations to the Leading Chargehand on areas where efficiencies or savings can be made. Ensure that weekly staff timesheets are collected from the team, have been filled in correctly and are passed to the Leading Chargehand in a timely manner. Diffuse any brewing staff issues reporting them up through the Leading Chargehand if appropriate.

Chargehands will act as the first aid appointed person, who are individuals appointed to look after the first aid equipment, by ensuring the first aid box is stocked with appropriate in date supplies, take charge of calling the emergency services if required and ensure all accidents are reported.

Carry out all the duties of that of the 'Operative – Road Signs and Markings':

Using computer graphics make up a complete range of signs for roads, offices, workshops and other clients and install the same. Maintain a computerised database recording the fabrication, placement and maintenance of all signs and street furniture.

Drive / operate all section vehicles and machinery, up to and including Large Goods Vehicles, mobile hoists and road marking plant, in a safe and efficient manner in accordance with Road Traffic Laws. Carry out driver/operator daily checks and maintenance in accordance with manufacturer and JFM workshop instructions. Use pedestrian and hand tools when appropriate.

Carry out efficient day-to-day measuring, marking and placing of all the Island's road and car park markings in accordance with the Road Traffic Regulations. Inspect, maintain and repair signs and markings as directed.

Assist with the installation and maintenance of display lighting and Christmas decorations to pre-installed electrical supplies. Assist with other duties requiring mobile hoist work e.g. netting trees, erecting/inspecting banners on Victoria Avenue and other sites. Assist other sections when required as directed.

Statutory responsibilities

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

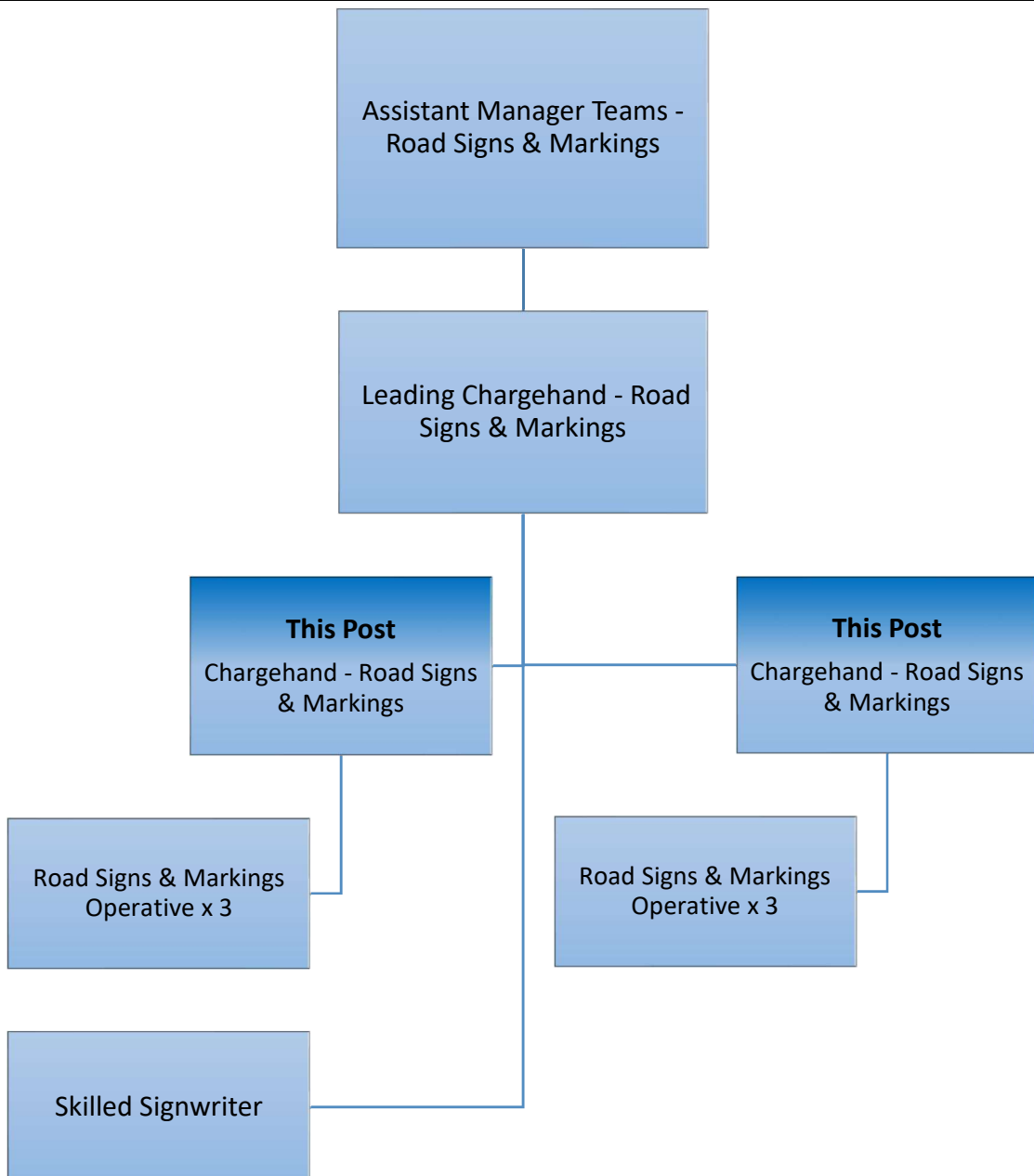
Services

This role refers to the following specialisms:

- Road Signs & Markings
- Sign store design & manufacture
- Public display lighting services

Organisation chart

Organisation Chart - Road Signs & Markings



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>Although formal vocational qualifications for this multi-disciplinary role are not required it requires a good standard of general education at GCSE Level in literacy and numeracy.</p> <p>Certification in the Local Government Management Board Road Markings and Streetworks regulations.</p> <p>Safe working at heights and certified in use of mobile hoists and work platforms (MEWP)</p> <p>Relevant Chargehand training course completion.</p>	<p>Health & Safety certificate (e.g. IOSH / NEBOSH)</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 and competency in: Technical processes as relevant to the role - National standards for road signs and markings; the safe and efficient application of hot applied thermoplastic and sprayed road marking materials and equipment; Safe use of LPG as a fuel on mobile pressure vessel applications; Computer aided sign design and manufacturing; use of vehicle mounted access hoists; Public display lighting systems.</p> <p>Full knowledge of traffic management codes of practice i.e. Chapter 8 for Streetworks.</p> <p>The applications and use of equipment, machinery and hazardous substances in accordance with Health and Safety regulations and other associated legislation. Approved Codes of Practice (ACoP) relevant to the specific high-risk tasks being undertaken and the production of Method Statement and Risk Assessment in support of these.</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>Driving licence - Large Goods (Group C, and Group C1E).</p> <p>Computer literate with ability to operate the Microsoft Office package</p> <p>Use of computer aided sign design (CAD) software gained by on-the-job training and experience.</p> <p>Forklift truck driver/operator competency training and certificate.</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, influencing and excellent customer service skills</p> <p>Ability to lead, motivate and manage a small team to facilitate achievement of high delivery and performance and manage poor behaviour.</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: working to section procedures, processes and methodologies as relevant to their field of expertise</p> <p>Leading a small team in the operational delivery of road markings, signs and display lighting operational services to tight project deadlines.</p>	

Personal Attributes

Delete as appropriate:

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the States of Jersey tier 6 core accountabilities attributes and behaviour indicators.

