

PERSON SPECIFICATION

Job Title: Highways Maintenance Technician

Directorate & Section/Unit: Economy and Infrastructure, Highways Maintenance

Salary Grade: Scale 4 (career grade 4-6)

WCC Management Level: *Frontline staff

EXPERIENCE:

It is **essential** that the post holder has:

- Demonstrable experience of highway maintenance materials, techniques and standards.
- Demonstrable experience of compiling, designing and delivering minor highways maintenance schemes.
- Considerable experience of effective partnership working.
- Considerable experience in resolving minor highway matters.
- Demonstrable experience in monitoring and processing expenditure of an allocated budget for a work scheme
- It is desirable that the post holder has:
- Experience of assisting with severe weather and emergency events.

KNOWLEDGE, SKILLS AND ABILITIES:

It is **essential** that the post holder has:

- Working knowledge of highways maintenance, materials and techniques, including legislation and practice.
- Effective communication skills both written and oral.
- Ability to demonstrate initiative in resolving highway site issues
- Ability to work effectively in a team
- Ability to undertake site surveys, sometimes in difficult weather and on difficult terrain.
- Ability to understand and interpret technical drawings and information
- Ability to draft technical information for approval and sign-off by Maintenance Engineers, and Senior Technicians
- Computer literacy including ability to use standard packages such as Microsoft Word, Excel and Outlook.
- The ability to prioritise work for a minor highway maintenance scheme
- Ability to meet tight or urgent deadlines.

It is **desirable** that the post holder has:

- A working knowledge of Contractor practices
- An understanding of Microsoft Project for scheme delivery

QUALIFICATIONS/TRAINING & DEVELOPMENT:

It is **essential** that the post holder has:

- Working towards/has Level 3 qualification (e.g. BTEC / ONC Level 3) in Civil Engineering or similar

It is **desirable** that the post holder has:

- (Eng Tech) Membership of the Institute of Civil Engineers or similar

ADDITIONAL INFORMATION:

- It is essential that the post holder has: A valid driving licence (need to drive high visibility County vehicles on high speed roads)
- Willingness to travel extensively within the County
- Willingness to work occasionally outside 'normal office' hours

Able to work in emergency and severe weather situations