

Student Engineer (Roads and Transportation)

Reference No:	A4379		
Service:	Roads & Transportation		
Job Family:	Transportation/Roads/Waste	Grade:	FC4

Purpose

To provide a design and maintenance service and general administration relating to roads and car parks in accordance with statute, the prescribed standards and policies of the Council, all relevant legislation and to contribute to the effective delivery of high quality services.

Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility	E	D
Assisting the Area Lead Consultant and Service Manager in the performance of their duties across the range of services provided by Roads and Transportation including: Structural Services, Harbours, Flooding and Coasts, Roads & Lighting Contracts, Asset Management, Roads Maintenance, Roads Network Management and Sustainable Transport. Support with Engineering duties including site surveying, site inspections, designs, working drawings, specifications, bills of quantities, contract documents, structural assessments, reporting and contract and project management as appropriate.	Educated to SCQF level 5, which includes National 5 or SVQ level 2 or Standard Grades at credit level including Maths and English at level 3 or above, or equivalent Educated to SCQF level 7, which includes HNC in Civil Engineering or a relevant subject or Advanced Highers or equivalent	✓	✓

Role Profile

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	Undertaking a recognised degree course in Civil Engineering	✓	
Investigating and responding to internal and external enquiries, customer complaints and other correspondence regarding service delivery.	Communication skills	✓	
Liaising with other Teams, suppliers and other internal / external parties as necessary.	Experience in dealing with the public	✓	
Designing, estimating and preparing documentation for roads and transportation projects.	Knowledge of civil engineering disciplines	✓	
Support in monitoring budgets and performance for various contractual matters.	Familiarity with civil engineering	✓	
Data input to structural databases.	Ability to travel around Fife at short notice		✓
Routine inspection of structures and watercourses.	Team working skills	✓	
Ensuring compliance with current Health and Safety legislation.	Programme planning		✓
Contributing to effective customer service as required in the specific service area.	Numerical skills	✓	
Supervising the activities of Contractors and sub-Contractors.	IT and Technological Skills	✓	
Producing reports and other documentation as required.	Knowledge of civil engineering principles	✓	
	Knowledge of Health and Safety legislation in particular CDM		✓
	Customer service skills		✓
	Knowledge of construction		✓
	Reporting skills	✓	

E = Essential Criteria D = Desirable Criteria

Role Profile

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Adhering to the Council's policies and procedures for good records management ensuring that the correct information is created, maintained, stored and retrieved in accordance with business need and statutory and legislative requirements.			
Undertaking all other duties as required for the role. Duties will be in line with the grade.			

Additional tasks or responsibilities – this is a generic role, however this particular job may also require you to undertake the following:			
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Type of Protecting Vulnerable Groups (PVG) Scheme, Disclosure Check or Non-Police Personnel Vetting (NPPV) required:	
Before appointment is confirmed: You may be required to obtain PVG scheme membership, a Disclosure check, or NPPV at a minimum of Level 2. Please refer to the job advert for the specific requirement.	
Additional Information – the following information is available:	Expected Behaviours
- Skills Framework (if applicable) How we work matters	Every council employee is expected to lead the way by making decisions and behaving in ways that uphold our community commitments and values. Please refer to How We Work Matters Guidance to learn more.

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