



Role Profile

TECHNICIAN ENGINEER – (Roads)			
Reference No.	JBA1529	Type	Individual
Service	Roads and Transportation Services		
Job Family	Para Professional 5	Grade	FC7

Purpose
<p>To contribute to the effective delivery of high quality roads engineering services in one of the following functional areas:</p> <ul style="list-style-type: none"> • Maintenance (including winter and emergencies) • Design & Build • Network Management, • Traffic Management • Asset Management & Commercial • Roads & Lighting Contracts • Structural 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 Service Manager in the performance of their duties.	<p>Educated to SCQF level 7, which includes HNC or SVQ level 4, preferably in Civil Engineering, or equivalent</p> <p>Significant post qualification experience</p> <p>Incorporated Engineer or equivalent professional status</p> <p>Ability to provide a regular and effective service</p>	<p>✓</p> <p>✓</p> <p></p> <p>✓</p>	<p></p> <p></p> <p>✓</p> <p></p>

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<p>Assisting in the allocation of resources where appropriate, design and procurement, site supervision, measurement and valuation of works, work performance calculations and the promotion of safe working practices, ensuring compliance with the Health and Safety at Work Act, particularly in respect of works carried out on roads related issues.</p>	<p>Experience in Health and Safety legislation in particular CDM (Take ownership)</p> <p>Relevant roads experience in Local Government</p>		<p>✓</p> <p>✓</p>
<p>Assisting in the planning and organisation of response to contingencies and emergencies.</p>			
<p>Investigating and identifying technical solutions for specific roads related problems.</p>	<p>Ability to travel around Fife at short notice</p>		<p>✓</p>
<p>Procuring and supervising consultants, contractors or suppliers for specific activities and undertake contract supervision and administration.</p>	<p>Supervisory skills</p> <p>Interpersonal and communication skills</p> <p>Organisational skills</p> <p>Working familiarity with street lighting and roads maintenance contract documents</p> <p>I.T. skills (Embrace technology and information)</p> <p>Team working skills (Work together)</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p>
<p>Researching and preparing reports for the Service Manager, working groups or committees on technical, financial, performance and service delivery issues.</p>	<p>Awareness of the functions and services of Local Government</p> <p>Knowledge and understanding of Quality Assurance Procedures</p> <p>Knowledge of Local Government legislation as it relates to one or more of the listed functions</p>		<p>✓</p> <p>✓</p> <p>✓</p>

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Investigating and drafting responses to internal and external customer enquiries and other correspondence.	A good manner with clients and citizens	✓	
Maintaining effective control on delegated budgets, providing information as requested in respect of the preparation of budgetary monitors.	Experience in financial budgeting and monitoring	✓	
Contributing to the achievement of the Councils corporate objectives through co-operation with other appropriate services and officials by the provision and exchange of appropriate information.			
Input and analysis using computerised management systems.			
Ensuring that the Council's Customer First Service Commitment is followed in all dealings with the customers and service users.			
Adhere 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.			

Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required				
Type of Protection of Vulnerable Groups (PVG) or other Disclosure check (choose only one).	PVG Children <input type="checkbox"/>	PVG Protected Adults <input type="checkbox"/>	PVG Both <input type="checkbox"/>	None <input checked="" type="checkbox"/>
	Basic Disclosure <input type="checkbox"/>	Standard Disclosure <input type="checkbox"/>	Enhanced Disclosure <input type="checkbox"/>	

Additional Information – the following information is available:
<ul style="list-style-type: none"> • Skills Framework (if applicable) • How we work matters

Expected Behaviours – It is essential that you display the following behaviours as they are expected of all our employees:
<ul style="list-style-type: none"> • Take Ownership • Focus on Customers • Work Together • Embrace Technology & Information • Deliver Results