**Lancashire County Council**

**Operational Context Form**

|  |
| --- |
| **Post title:** Highways Technician |
| **Directorate:** Lancashire Highways Service | **Location:** | Countywide |
| **Establishment or team:** | Highways Operations Team | **Post number:** |  |
| **Grade:** | Grade 7 | **Staff responsibility:** | Yes | **Essential Car user:** | No |
| **Scope of Work:**This service is responsible for the direct delivery of all highway related schemes across the County. With a strong focus on the efficient programming and effective delivery of capital works in area West, including resurfacing, highway drainage, road safety schemes and construction projects, retaining walls, cycle ways, footways, lighting, signing and traffic management schemes delivering high quality works effectively and efficiently.Working with a core direct labour force, supplemented by contractors as required, the service is also responsible for the delivery of all responsive and cyclic maintenance services including the delivery of a rapid response to the daily issues affecting the safety of the highway, defect repairs on the carriageway and footways, Winter Maintenance services, severe weather response, Emergency Out of Hours response, gully emptying, highway tree works and grounds maintenance. |
| **Key Accountabilities:**You will form part of a team that has overall responsibility for delivering Capital works in area West and other external works. Responsible for the direct supervision of multiple small teams to ensure that all activities are delivered on time and within budgetPlanning and organising activities ensuring effective use of labour, plant and materialsUsing hand held devices to generate works and records works undertaken.Preparation of works information, job packs, inductions, re-measures, invoice checking, site audits and monitoringResponsible for ensuring adherence to LCC Policies and Procedures and ensuring compliance with Health and Safety processes / legislation Assist in the delivery of all winter maintenance and emergency duties / any other severe weather occurrences during normal working hours and out of hours. |

|  |  |  |  |
| --- | --- | --- | --- |
| **Prepared by:** |  Marcus Leigh / Ridwan Musa | **Date:** | 13/09/2018 |

**The above form** sets out the area of work in which duties will generally be focused, and gives an example of the type of duties that the postholder could be asked to carry out. **PLEASE NOTE** that this is for guidance only. Postholders are expected to be flexible and to operate in different areas of work/carry out different duties as required.

# Equal opportunities

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

# Health and safety

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must co- operate with us to apply our general statement of health and safety policy.

# Safeguarding Commitment

We are committed to protecting and promoting the welfare of children, young people and vulnerable adults.

# Customer Focus

We put our customers’ needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.

# Skills Pledge

We are committed to developing the skills of our workforce. All employees will be supported to work towards a level 2 qualification in literacy and /or numeracy if they do not have one already.

|  |
| --- |
| **Person specification** |
| **Post title:** Highways Technician | **Grade:** Grade 7 |
| **Directorate:** Lancashire Highways Service | **Post number:**  |
| **Establishment or team:** Highways Operations Team |
| **Requirements** | **Essential (E) or****Desirable (D)** | **Application form (AF), interview (I), test (T), or other (give details)** |
| **Qualifications** | DE | AFAF |
| ONC (or equivalent) in Civil Engineering or a related subject Experience of working within the traffic or highway engineering fields  |
| **Experience** |  |  |
|  Experience of supporting the delivery of highway capital works  | E | AF/I |
|  Experience of managing a core direct labour force | E | AF/I |
| Ability to communicate effectively with customers and stakeholders | E | AF/I |
| Extensive knowledge of construction principles and methodology | E | AF/I |
| Experience of providing project updates to other agencies and members of the public. | D | AF/! |
| **Knowledge and skills** |  |  |
| Knowledge of construction principles and methodology | E | AF/I |
| Knowledge of Health & Safety regulations and other statutory / regulatory frameworks pertaining to highway maintenance | E | AF/I |
| Effective written and oral communication skills | E | AF/I |
| Proficiency in Microsoft based applications. | E | AF/I |
| **Other (including special requirements)** |  |  |
| 1. Commitment to equality and diversity
 | E | I |
| 1. Commitment to health and safety
 | E | I |
| 1. Display the LCC values and behaviours at all times and actively promote them in others
 | E | I |

|  |
| --- |
| **Date:**13/09/2018 |
| **Note: We will always consider your references before confirming a job offer in writing**. |