**Manchester City Council**

**Role Profile**

**Highways Engineer - Planned Maintenance Grade 8**

**Highways Service, Neighbourhoods Directorate**

**Reports to: Team Leader**

**Job Family: Technical**

**Key Role Descriptors:**

The role holder will undertake a lead consultant role on complex technical, procedural and legislative matters in a professional, customer focused, and specialist technical service.

The role holder will lead and have accountability for the delivery of a range of technical projects, initiatives or work packages that comply with relevant legislation and help achieve the Council's corporate aims and objectives

The role holder will use their technical knowledge and expertise to develop, design and implement customer-focused solutions. They will continually identify and champion opportunities to deliver improvement.

**Key Role Accountabilities:**

Lead an innovative, forward thinking technical consultancy function for the assigned service area, ensuring that solutions are delivered in line with customer and legislative requirements. Dependent on the service area, this may include software / information technology support, engineering, surveying, curating or other specialist functions.

Lead on the delivery of work packages (using project management methodology where appropriate), ensuring compliance with organisational objectives, consistency in approach and compliance with appropriate internal and legislative guidelines.

Actively strive to achieve efficiencies in project, programme and maintenance service delivery and improvements in the quality of service.

Develop successful internal and external relationships and secure stakeholder commitment through negotiation and communications, both oral and written, to ensure work packages are delivered effectively and to customer requirements and agreed objectives. Work closely with contractors where required to ensure effective work package delivery.

Analyse and interpret legislation, presenting information and complex technical matters relating to the service area in a clear and concise manner to a range of stakeholders, orally and in writing. This will include identifying and addressing complex issues and making informed recommendations on action needed to support key corporate objectives.

Represent the City Council as an expert witness at enquiries, tribunals and hearings or similar proceedings where appropriate.

Roles at this level may be required to manage a range of assigned resources, which may be human, financial or other, to ensure continuous improvement in service delivery. Staff management duties may be either through direct line management of a team (including appraisals, performance management and other duties) or through matrix management of a virtual team of officers.

Dependent on the service area, the roleholder may be required to work on a rota basis including out of hours as required to meet customer demand.

Demonstrate a personal commitment to continuous self-development and service improvement.

Through personal example, open commitment and clear action, ensure diversity is positively valued, resulting in equal access and treatment in employment, service delivery and communications.

**Where the role holder is disabled, every effort will be made to supply all necessary aids, adaptations or equipment to allow them to carry out all the duties of the role. If, however, a certain task proves to be unachievable, job redesign will be fully considered.**

**Role Portfolio:**

Manchester City Council is a place where you can put your innovative thinking and business skills into high gear and work alongside other highly competent and motivated people. It's a place where you can apply your skills to some of the most challenging, interesting, and meaningful projects across Greater Manchester.

The scale and ambition of the work planned in the city over the next few years, to deliver both the Greater Manchester Transport Strategy 2040 and National Transport Strategies, is huge. It will provide excellent opportunities for career development to the full range of professionals who support our schemes, across the full range of professional disciplines

In the Highways Service in Manchester, we seek to:

Manage the highway network and public spaces efficiently balancing the various needs of users and stakeholders improving network reliability work with colleagues and members in a partnership way that takes a strategic approach to highway infrastructure to deliver the Council's vision and strategies and supports the growth aspirations of the city.

Maintain the highway, structures and public spaces and its assets fulfilling the Council's legal obligations in a cost effective way using a whole life costing approach communicate with residents, stakeholders, business, visitors and commuters in relation to service delivery and work programmes and their levels of satisfaction

Improve - develop, design, procure and implement improvement schemes to make better use of the existing network, improve accessibility and increase journey time reliability create, design and deliver sustainable and active transport through better and increased walking and cycling routes and supporting children with road safety. Effectively use a supply chain and increase social value for Manchester. Support utility companies to manage critical infrastructure

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About the Design, Commissioning and PMO Team

The team is responsible for:

* Designing and delivering major schemes and projects, directly and through suppliers.
* Monitoring progress against delivery, and their project manager makes sure that plans remain on time and within budget.
* Establishing and maintaining a Programme manager Office to be the custodian of all processes and information.
* Overseeing the Highways' investment programme, which is tackling the degradation of the city's highways network, carrying out annual programmes of work in key areas:
* Carriageway resurfacing (£6m annually)
* Carriageway preventative treatment e.g. microasphalt / surface dressing (£3m annually)
* Footway reconstruction / resurfacing / microasphalting (£6m annually)
* Large patching repairs (£1m annually)

Highways Planned Maintenance

Annual programmes for carriageway resurfacing, footway reconstruction / resurfacing / slurry sealing, carriageway preventative treatments and large patching repairs will be developed from the Gaist Roadscape intelligence combined with the outputs from local safety and other inspections.

Each annual programme will involve circa 400 schemes at separate locations across the city that will all involve site visits, daily where necessary.

The Role:

To lead the identification and prioritisation of the annual highways maintenance carriageway and footway programmes of work.

To check and validate Gaist Roadscape intelligence to inform the initial draft list of schemes.

To design individual maintenance schemes including their proposed treatments.

To produce estimates for each individual scheme

Developing programmes of work and then working with contractors to develop traffic management proposals.

Establishing the appropriate permits to work and TTRO’s.

Checking works during construction and giving instructions to contractors and sign off upon completion.

Agreeing works valuations with contractors

Extensive knowledge of highway construction materials and all forms highway maintenance is essential.

Experience in the use of MS Project, Causeway Technology “Alloy”, Street Manager, and Parkmap GIS for TRO’s is essential.

Knowledge of other MCC’s systems is desirable

Dealing with and responding to enquiries and correspondence regarding schemes from members of the public, elected members and internal colleagues.

* + Budget management and monitoring.

* + Project Management and task management

* Supervision of Assistant Engineers and Technicians

* CDM advocate and compliance

* Health and Safety responsibility

* Stakeholder communications

* Procurement activity

 **Key Behaviours, Skills and Technical Requirements**

**Our Manchester Behaviours**

* We are proud and passionate about Manchester
* We take time to listen and understand
* We ‘own it’ and we’re not afraid to try new things
* We work together and trust each other
* We show that we value our differences and treat people fairly

**Generic Skills**

* Communication Skills: Is able to effectively transfer key and complex information to all levels of staff, adapting the style of communication as necessary and ensuring that this information is understood.
* Ability to negotiate difficult agreements with wide impact; ability to influence or persuade internal or external stakeholders.
* Analytical Skills: Skills to analyse a wide range of data and other sources of information to break them down into component parts, patterns and relationships; probes for further understanding of problems and makes rational judgements from the available information and analysis demonstrating and understanding of how one issue may be part of a much larger system/issue.
* Planning & Organising: Excellent time management skills, creating own work schedules, prioritising, preparing in advance and setting realistic timescales for own self and others. Has the ability to visualise a sequence of actions needed to achieve a specific goal and how to estimate the resources required.
* Problem Solving & Decision Making: Ability to formulate independently a range of options for new or unfamiliar situations and to select the appropriate course of action to produce a logical, practical and acceptable solution. An ability to make independent decisions of a relatively uniform nature. Research & Intelligence: Ability to conduct research using a variety of techniques, in order to gather evidence and evaluate intelligence, recording in compliance with documented standards and legislation.
* Financial Management: Ability to work confidently with financial data when making decisions: interpret trends, issues and risks in routine financial appraisals.
* Commercial Skills: Demonstrates an understanding of strategic issues, taking account of business needs and new technology developments. People Management: Is able to inspire individuals to give their best to achieve a desired result and maintains effective relationships with individuals and the team as a whole, to ensure that the team is equipped to achieve objectives set according to the overall business need.

**Technical Requirements (Role Specific)**

* Must have extensive demonstrable experience in Highways Maintenance.
* HNC in a Highway or Civil Engineering discipline or equivalent qualification, or relevant experience within Highway Construction and Maintenance.