

JOB DESCRIPTION & PERSON SPECIFICATION

Director Area: Place

Job Ref Number: 03699

Service Area: Lincs Laboratory

Grade: G9

Job Title: Engineer – Materials / Pavement / Geotechnical

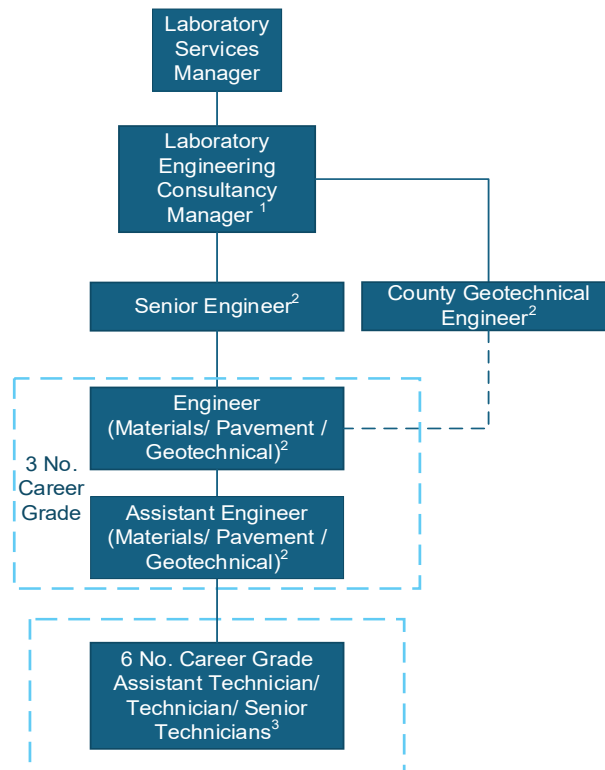
PURPOSE OF JOB:

To deliver a cost effective, high quality and technically competent Materials/Pavement/Geotechnical Engineering Service to the County Council and other Clients

To provide advice on matters relating to Pavement Design, and Construction Soils and Materials Engineering, including quality, standards, specification and processes.

To assist the Engineering Consultancy Manager and Senior Engineers to train and mentor the Engineering Consultancy Team.

TEAM STRUCTURE:



Notes:

- (1) Line management responsibilities for the team
- (2) Supervisory responsibilities for the team
- (3) Mentoring and development responsibility for the team

MAIN DUTIES:	
1.	To Project Manage non-routine or complex projects as allocated by the Engineering Consultancy Manager or Senior Engineers. Including workload and resource planning, programming, quotations, project briefs, supervising contractors, specialist testing, and update reports to clients ensuring compliance with Laboratory Quality Management Systems. This may involve delegated responsibilities for assigning work to, and supervising other members of the team.
2.	To act as specialist Engineer on highway construction projects undertaking the design and supervision of materials/pavement/geotechnical engineering investigations and assessments and investigations and to ensure the services are provided to match client expectations, timescale, and financial targets.
3.	To provide specialist input to the design of highways schemes and expert advice and reports on the acceptability of soils, earthworks and pavement construction materials, sources, contractors and technical standards used in highway and construction projects. Including the review and interpretation of third party report to provide analysis and advise clients.
4.	To participate in the maintenance of the County Councils specifications and codes of practice, including Highways Specifications, Design Manuals, Testing Code of Practice and Skid Resistance Strategy.
5.	Produce factual and interpretative reports on the findings of materials / pavement/ geotechnical investigations, surveys and desk studies including advice and recommendations on the condition, design and specification of pavement construction, earthworks, drainage, geology and contaminated land to internal and external customers.
6.	To support and contribute Directorate use of SCRIM, SCANNER and other condition surveys to identify treatment sites and slippery road signs.
7.	To support Directorate initiatives for innovation and sustainability by project managing material and process trials to ensure that risks are managed, and new initiatives and processes can be appraised for use within the County.
8.	Working and liaising effectively with contractors, suppliers, other sections of Highways and Transportation, other departments of the County Council, elected Members of the County Council, outside bodies and participating effectively in partnership arrangements with outside bodies and agencies.
9.	To commission routine and specialist testing of soils, materials and pavements. Including the supervision and management of external contractors engaged on investigations, surveys and assessment work.
10.	Supporting the management of systems of work, including Quality Management and Health & Safety system requirements, statutory procedures, national and local standards, through ensuring compliance, including undertaking audits as directed by the Quality & Safety Systems Manager.
11.	To carry out Technical and Report reviews of Engineering Consultancy work (all disciplines) to ensure technical and professional excellence under the authority given by Senior Engineers and Managers.
12.	Contribute to the development of individuals across the Council coaching, mentoring and motivating junior staff to achieve performance excellence.

13.	To assess risks associated with project work (Health & Safety, Quality and Commercial/ Budgetary) and to review these with affected parties.
14.	Remain up to date and compliant with all relevant legislation, organisational procedures, policies and professional codes of conduct in order to uphold standards of best practice.
15.	To manage and maintain specific physical resources and systems as allocated by the Senior Management e.g. consultancy equipment, library, vehicles, software and to participate in Business Planning process.

PERSON SPECIFICATION

Requirements	Where identified*	Essential	Desirable
QUALIFICATIONS			
Level 6 qualification (Degree) in appropriate discipline e.g. Civil Engineering, Geology, Chemistry or similar.	A	✓	
Professionally Qualified Civil Engineer – with Incorporated Engineer or Chartered Engineer Status of an appropriate institution achieved through independent review or test. OR Demonstrable level of skill /knowledge / experience in core competencies and appropriate level of technical skills in a highways related discipline. The post holder will, following an individual skills assessment, be required obtain a professional qualification within an agreed timescale.	A/I	✓	
LCC Managing Safety Certificate (can be attained in post).	A/I	✓	
Appropriate certification through the Construction Skills Certification Scheme (CSCS).	A/I	✓	
Relevant management qualification	A/I		✓
KNOWLEDGE			
Good knowledge and experience of Construction Materials Engineering, including regional and national sources of materials, engineering characteristics and performance requirements.	A/I	✓	
Good knowledge and experience of Pavement Investigation including Highway Condition Assessment, Data	A/I	✓	

collection & interpretation, and Asset Management.			
Good knowledge and experience at consultant level of Geotechnical Engineering and Design Ground Investigation specification, procurement and supervision and laboratory testing techniques.	A/I		✓
Good knowledge and experience of Laboratory Testing Techniques.	A/I	✓	
Good knowledge and experience of relevant construction methods and processes.	A/I	✓	
Good knowledge of relevant British and European Standards and Codes of Practice and ability to develop specifications and codes of practice.	A/I	✓	
Good knowledge and understanding of Health and Safety legislation and requirements associated with scope of activities including a working knowledge of the CDM regulations.	A/I	✓	
EXPERIENCE			
5 years' experience post-qualification in the industry including as relevant: Pavement Engineering and design. Materials Engineering including testing of materials and workmanship. Geotechnical Engineering and design (as appropriate to role).	A/I	✓	
Good report writing and numeracy skills and the ability to perform technical and interpretative analysis on the results of laboratory and site tests.	A/I	✓	
IT skills including practical knowledge of standard word processing, spreadsheet and database systems and ability to use specialist software systems e.g. GIS.	A/I	✓	
Organisational, interpersonal and management skills commensurate with leading and managing a team working on a variety of projects, tasks and processes.	A/I		✓
Sound knowledge of LCC and Laboratory administrative and financial procedures.	A/I		✓
Commercial awareness and financial management skills (including estimating, tendering for work, budgets	A/I	✓	

for income/ expenditure and monitoring financial performance).			
Ability to present to other staff and clients on detailed professional and technical matters.	A/I	✓	
The postholder will be required to have the ability to travel around the county and keep appointments. This may involve attending meetings at short notice.	A/I	✓	
The post holder may be required to obtain samples from trial pits, stock piles etc. and log borehole samples involving some lifting etc. (up to 25kg).	A/I		✓
The post holder will be required to regularly undertake site inspections on live highway sites around the county including lone working. Visits to site may involve exposure to inclement weather, noise and traffic.	A/I	✓	

*A = Application form T = Test/Assessment I = Interview P = Presentation

GENERAL

The postholder is required to take personal responsibility for contributing to organisational transformation and changes in ways of working, maximising the benefits and efficiencies for both internal and external customers, including the promotion and use of self-service to achieve maximum cost effectiveness.

The postholder is expected to work to the Lincolnshire County Council Core Values and Behaviours and to carry out the duties in accordance with Lincolnshire County Council policies.

Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

Safeguarding -. All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Lincolnshire County Council Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.