

Assistant Highway Engineer

Role profile

The core duties of this role are:

1. Ability to apply judgement and analysis to identify solutions to a variety of highway engineering tasks, working independently on smaller schemes and/or supporting senior colleagues more complex schemes.
2. Assist more senior engineers in ensuring the delivery of projects to quality, time and budget.
3. Preparation of drawings, schedules and documents which form part of the works information including specifications and contract documents.
4. Preparation of works costs estimates in advance of construction.
5. Working in a team environment and effectively liaising with other specialists who are contributing to the engineering solution.

Accountabilities/Responsibilities

- Using appropriate design standards, code of practices and guides to design new or improved highway layouts and facilities in urban and rural settings.
- Using industry standard specifications, guidance and technical analysis software including the use AutoCAD for producing drawings.
- Assisting senior colleagues and project managers by carrying out tasks.
- Record and monitor costs during the design process and report on the budget position.
- Communicate with others, share information, build relationships and suggest improvement to current ways of working which benefit service delivery.

Skills, knowledge and experience

- Graduate level qualification (honours degree in civil engineering) or vocational qualification (minimum level 5 civil engineering qualification) plus experience in the area of expertise.
- Knowledge of relevant standards, best practice and specialist software in highway design.
- Analytical skills and problem-solving capability.
- Ability to work in a team and to build and maintain effective working relationships and networks.

In addition to the skills knowledge and experience described above, you may be required to undertake a lower graded role as appropriate.

Person Specification Assistant Highway Engineer

Qualifications	Essential (E) or Desirable (D) criterion	Method of verification Application Form (AF), Interview (I)
<ul style="list-style-type: none"> Recognised vocational qualification in civil engineering with sound practical experience OR Graduate in civil engineering and relevant post graduate experience OR Working towards a professional qualification in civil engineering with sound practical experience OR Technical training in civil engineering through extended experience 	E	AF
Experience		
<ul style="list-style-type: none"> Experience of working independently within recognised highway design or construction standards, codes of practice, guidelines and council policy. This may include using specialist equipment or technical software relevant to the discipline. 	E	AF/I
Knowledge and Skills		
<ul style="list-style-type: none"> Knowledge of highway design or construction standards, equipment and/or specialist software relevant to the discipline. Experience of working independently with specialist software -relevant to the discipline. Analytical skills. Ability to clearly explain technical issues to non-technical users. Empathy and sensitivity to the needs of individual customers. Ability to work in a team and to build and maintain effective working relationships and networks. 	E E E E E E	AF/I AF/I AF/I AF/I AF/I AF/I

Other (including special requirements)		
<ul style="list-style-type: none"> Commitment to equality and diversity 	E	AF/I
<ul style="list-style-type: none"> Commitment to health and safety 	E	AF/I
<ul style="list-style-type: none"> Display the LCC values and behaviours at all times and actively promote them in others 	E	AF/I
<ul style="list-style-type: none"> This is an essential car user post. <i>You will be required to provide a car for use in connection with the duties of this post and must be insured for business use. In certain circumstances consideration may be given to applicants who, as a consequence of a disability, are unable to drive.</i> 		

LANCASHIRE COUNTY COUNCIL

PRE-EMPLOYMENT RISK IDENTIFICATION FORM (R.I.F.)

(NB Completion of this form does not fulfill the requirement to undertake a general risk assessment under the management Health and Safety at Work Regulations 1999)

A Pre-employment Risk Identification Form must be completed by the Head of Service/ Headteacher/Line Manager. If any assistance is required in completing this form, please contact the Health and Safety Team.

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Team/Establishment	Highway Engineering, Design and Construction
Post title	Assistant Highway Engineer
Description of main activities the employee will be required to undertake (or attach generic profile) See advert and generic profile	
Form completed by: (print name) John Gatheral	

A. The post to which this form refers will or may involve one or more of the following activities. (Please indicate YES or NO)

Managers should note that if any of the following 10 activities are involved, there is an automatic requirement for a pre-employment assessment by Occupational Health and, possibly, for subsequent Health Surveillance.

		YES	NO
1	Work at heights (<i>e.g. over 2m from tall step/extension ladders; scaffold towers, roofwork etc</i>).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Work in excessively noisy environments above statutory control limits (<i>Highly unlikely to include examples associated with any office environments. Examples might include use of woodworking machinery, road drilling, masonry cutting etc</i>).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3	Work in unusual environmental conditions (<i>e.g. where access or egress or free flow of air may be restricted or where there may be a build up of gases, vapours or fumes or the use of breathing apparatus is required</i>).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Use of hand operated tools and equipment known to be associated with hand arm vibration syndrome (<i>e.g. percussive metalworking tool; rotary handheld tool [not floor polishers]; grinders; percussive hammers and drills etc</i>).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	Driving a heavy goods vehicle, coach, bus or minibus belonging to Lancashire County Council, transporting others in their own vehicle, or regularly transporting more than three other people as part of normal duties.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	Some contact with hazardous substances (<i>e.g. chemicals with an orange warning label indicating: very toxic; toxic; harmful; corrosive; sensitising by inhalation/skin contact; carcinogenic; mutagenic; toxic for reproduction; professional bio/pesticides; organophosphates; gluteraldehyde; latex gloves</i>).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	Prolonged or frequent exposure to machine generated wood dust, or other heavy or excessive concentrations of mineral dust.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Work with lead or lead-based products (<i>e.g. some paints</i>).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9	Food handling/preparation (of raw or uncooked food only).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	Occupational fieldwork or work in extreme conditions (<i>e.g. involving excessive heat or cold or frequent walking for long distances over rough terrain in all weather conditions, forestry/countryside work</i>).	<input checked="" type="checkbox"/>	<input type="checkbox"/>

B. The post to which this form refers will or may involve one or more of the following activities. (Please indicate YES or NO)

This section is for the information of applicants and does not facilitate a referral to Occupational Health.

		YES	NO
11	Face to face contact with the public/service users (<i>e.g. at sensitive front line posts re abuse, aggression, assault</i>).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Working in isolation/lone working.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Work with electrical wiring (<i>e.g. colour blindness</i>).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	Work where there may be an increased risk of needlestick injuries or blood borne infections HIV; Hepatitis B; Hepatitis C: (<i>e.g. site supervisors; site work, grounds or buildings maintenance, gardeners; some carers</i>).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Work that may bring the employee into contact with rats, rat contaminated ground or other animals or livestock (<i>e.g. risk of weils disease, other animal borne diseases, zoonoses</i>).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Manual handling (<i>other than routine office/administrative lifting and carrying e.g. assisting / moving service users with mobility problems, portering type activities</i>).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Working with vulnerable service users (<i>e.g. children with disabilities; the elderly; children/adults with learning difficulties; alcohol/drug abusers</i>).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
18	Work involving repetitive movements or forced posture (<i>e.g. twisting, screwing, movements of the hands wrists, arms and/or shoulders awkward body and limb posture or excessive force, bending, kneeling</i>).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19	Work as a regular display screen user (<i>where more than 1/3 of a person's time is spent using DSE continuously over any 1 month period</i>).	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Any other occupational hazards/comments that you consider to be relevant to the post which are not included above:

Head of Service/Headteacher/Line Manager <i>(please print)</i>		John Gatheral	
Telephone Number:	01772 534471	Date:	22 March 2021

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05/04/2016