

Role Profile

Part A - Grade & Structure Information

Job Family Code	9RT	Role Title	Traffic Systems Maintenance Engineer
Grade	PS9	Reports to (role title)	Traffic Systems Senior Maintenance Engineer
		Directorate	Environment & Infrastructure
JE Band	314-370	Service	Highways & Transport Network and Asset Management Group
		Team	Traffic Operations
		Date Role Profile created	May-21

Part B - Job Family Description

The below profile describes the general nature of work performed at this level as set out in the job family. It is not intended to be a detailed list of all duties and responsibilities which may be required. The role will be further defined by annual objectives, which will be developed with the role holder. The Council reserves the right to review and amend the job families on a regular basis.

Role Purpose including key outputs	To support the Traffic Systems Senior Maintenance Engineer (East/West) to operate, maintain and develop Surrey's Intelligent Transport Systems (ITS) and maximise their operational efficiencies that works towards the objective of managing and reducing congestion. Leading on delivery of capital and revenue works by the county council's specialist contractor/s, ensuring that the systems and installations comply with current national standards and specifications and County policy. Directing responsive and recovery action from third party Damage to County Property (DCP).The post holder will also be responsive to the demands and priorities of the wider directorate to develop systems, which provide a safe and efficient road network using ITS and other infrastructure to manage congestion.
Work Context	<p>The Highways and Transport Service is responsible for ensuring the effective management, maintenance and improvement of all highway and transport assets</p> <p>The role of the Network and Asset Management Group's is to develop and deliver asset management, manage highway networks and set local policies.</p> <p>The group works jointly with a range of partner organisations to identify and deliver planned maintenance improvements and leads on several statutory duties including network management and safety.</p> <p>Based at the County Council's Network Management Information Centre (NMIC) in Leatherhead, the Traffic & Streetworks Team helps Surrey fulfill its Network Management Duty under the Traffic Management Act by Coordinating and Inspecting works in progress on the road network and designing/maintaining Surrey's Traffic Systems assets.</p> <p>The post holder will be required to work on site and to manage and be part of the rota and stand-by arrangements for making use of the systems available at the NMIC to respond to congestion or incidents on the network when they occur.</p> <p>The role will also include site visits to monitoring construction, as necessary, and to commission new installations once construction is completed.</p> <p>A full valid driving licence is essential to travel around the County to meet the requirements of the role.</p> <p>We operate a policy of agile working, which means you will have the option to spend part of your week working from home, though this may flex based on business need. Though the role is based in Leatherhead, we have teams based in offices across the County and business travel to other offices in Surrey may be required.</p>
Line management responsibility if applicable	No direct line management responsibility however the role includes informal coaching/development of Assistant Maintenance Engineers and Technical Assistants within their team.
Budget responsibility if applicable	The post holder will assist with the financial management of major projects and the management / supervision of Specialist contractors to meet financial targets, along with ensuring Staff recharging is correctly recorded and maximised where ever possible.The post holder will assist with the financial management of an annual revenue budget of approximately c£900k and an annual capital budget of c£3.0m

Representative Accountabilities	<p>Planning & Organising</p> <ul style="list-style-type: none"> • Deliver projects and/or audits within a defined area of work as directed to input to relevant strategies and contribute to the delivery of directorate objectives. <p>Policy and Compliance</p> <ul style="list-style-type: none"> • Input as required to the development of strategies and policies. • Provide guidance and support to stakeholders as required to ensure policy and specification compliance. <p>People & partnerships</p> <ul style="list-style-type: none"> • Deliver high quality technical advice/ services engaging a range of stakeholders. • Liaise, communicate and build relationships with other departments, customers, partner organisations, agencies and/or contractors to engage and consult on plans or projects as appropriate. • May manage a team to deliver standardised processes and ensure all officers are appropriately supervised, managed and trained. <p>Resources</p> <ul style="list-style-type: none"> • Ensure that work and projects are delivered within agreed resources and assist with budget/resource management in accordance with council policies and procedures. • May have delegated responsibility for a budget(s). <p>Analysis, Reporting & Documentation</p> <ul style="list-style-type: none"> • Assess data and conduct analysis in a technical area, presenting results and putting forward recommendations to support decision making. <p>Duties for all</p> <p>Values: To uphold the values and behaviours of the organisation.</p> <p>Equality & Diversity: To work inclusively, with a diverse range of stakeholders and promote equality of opportunity.</p> <p>Health, Safety & Welfare: To maintain high standards of Health, Safety and Welfare at work and take reasonable care for the health and safety of themselves and others.</p>
Education, Knowledge, Skills & Abilities, Experience and Personal Characteristics	<ul style="list-style-type: none"> • Appropriate technical qualification at Degree, HND or HNC level. • May require a specialist technical qualification or membership of an appropriate professional institution. • Sound understanding of subject matter, legislation, principles and practices relevant to the technical area. • Ability to apply project management principles and techniques to manage a range of projects through to completion. • Practical or professional experience and understanding of a specialist area or supporting service teams and/or providing support to the public. • Ability to work on own initiative, with solution focused problem solving skills. • Proven written and oral communication with the ability to engage and work in collaboration with others. • Comprehensive knowledge of computerised business systems.
Details of the specific qualifications and/or experience if required for the role in line with the above description	<p>Relevant HNC/HND qualification Or NVQ equivalent</p> <p>Knowledge and appreciation of current intelligent transport systems including control methodology, techniques standards, specifications, regulations, practice and hardware & software applications.</p> <p>Experience in civil/traffic engineering.</p> <p>Some knowledge/experience of Procurement of works and service contracts</p> <p>Experience of working with contractors to improve service delivery</p> <p>Experience in operation and maintenance of traffic control systems</p> <p>Experience of managing programme delivery budgets</p> <p>Experience of working within a small team of Maintenance Engineers.</p> <p>Must hold a full UK driving licence</p>
Role Summary	<p>Roles at this level are technical specialists professionally qualified in their specialist area. They will provide technical and regulatory guidance and advice to a range of stakeholders in order to assess and mitigate risk and monitor and ensure compliance with relevant requirements. They will have a fair degree of autonomy and work closely with a range of technical and non technical stakeholders. Forward planning could be for months ahead and the role will contribute to longer-term development.</p>

Reference Number	BM-2021-224
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