

Role Profile

Part A - Grade & Structure Information

Job Family Code	10RT	Role Title	Senior Design Engineer
Grade	PS10	Reports to (role title)	Design Lead
		Directorate/School	Place
JE Band	371-438	Service / Department	Design Office, Major Infrastructure Delivery
		Date Role Profile was created	Apr-26

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	<p>To provide technical expertise and deliver specified highway projects as part of the annual infrastructure programme funded through internal budgets and external funding sources.</p> <p>To be responsible for managing the design cycle from outline feasibility assessment to final agreed design in preparation for construction. To support Delivery and Implementation Teams during the construction of new infrastructure.</p> <p>To undertake public consultation to implement proposed Traffic Regulation Orders and liaise with key stakeholders to inform final recommendations.</p>
Work Context	<p>Place is a large and complex directorate with responsibilities including facilitating safe and reliable journeys, shaping places for our customers, achieving sustainability and climate changes targets and always putting the customer first while providing excellent value for taxpayer money.</p> <p>The service operates in an environment with significant political engagement, and has daily contact with MPs, Cabinet members, backbench Members and committees.</p> <p>Excellent customer service is standard and the postholder will be expected to embrace this in their approach, ensuring they put the customer at the heart of everything they do.</p> <p>The range of improvement schemes depend on current priorities but will include measures from cycle paths through to large scale junction works. The Postholder will manage the more complex projects and be expected to provide updates to Members and Committees as required. This role is within the Design Office Pooled Team and the workload could be covering schemes in either Team 1 or Team 2. The Postholder will be involved in coaching and mentoring PDP Delivery & Implementation Technicians.</p> <p>There may be the need for occasional weekend and evening work.</p>
Line management responsibility if applicable	None but will be expected to support the development of more junior staff members
Budget responsibility if applicable	Will have to work withing delegated budgets
Representative Accountabilities Typical accountabilities in roles at this level in this job family	<p>Planning & Organising</p> <ul style="list-style-type: none"> • Implement countywide strategies and support the development of long term planning. • Lead projects and reviews within a technical area of work to support and enhance service delivery. • Plan workloads and secure resources to enable the team/s to achieve a quality service. <p>Policy & Compliance</p> <ul style="list-style-type: none"> • Provide technical advice and recommendations within defined policy and procedures to ensure compliance with relevant legislation, policies and industry standards. • Maintain, develop and review systems, processes, procedures and working methods to maximise service delivery, quality, efficiency and compliance. <p>People and partnerships</p> <ul style="list-style-type: none"> • May manage a team operating in a specialist area or oversee the delivery of a range of support services to a service or function. • Liaise, communicate and build relationships with other internal departments, customers, partner organisations, agencies and/or contractors to support and represent the team/service. • Monitor and support the performance management and development of team members to ensure that individual contributions are maximised. <p>Resources</p> <ul style="list-style-type: none"> • Assist with budget/resource/ funding management in accordance with the organisation's policies and procedures. • May have delegated responsibility for a budget(s). <p>Analysis, Reporting & Documentation</p> <ul style="list-style-type: none"> • Assess or conduct analysis, presenting results and putting forward recommendations on managing more complex situations to support decision making. • Analyse and make recommendations for improvement or development of existing systems, processes or policy. <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: Responsible for ensuring health and safety policies, procedures and legislation are implemented, communicated and managed including making sure that health and safety responsibilities are fully understood and carried out by employees within their service area. .</p> <p>To have regard to and comply with safeguarding policy and procedure as appropriate.</p>
Education, Knowledge, Skills & Abilities, Experience and Personal Characteristics	<ul style="list-style-type: none"> • Degree/ HNC or equivalent, or substantial relevant experience in a relevant subject. • May require a specialist technical qualification or membership of an appropriate professional institution. • Significant practical or professional experience and understanding of a specialist area or supporting service teams and/or providing support to the public. • Comprehensive understanding of subject matter, legislation, principles and practices relevant to the technical area. • May require previous management experience including staff supervision, development and organisational skills. • Proven ability to apply project management principles and techniques to manage a range of projects through to completion. • Proven ability to establish and maintain highly effective working relationships with a range of stakeholders. • Comprehensive knowledge of computerised business systems. • Proven written and oral communication with the ability to influence and work in collaboration with others. • Ability to understand, meet and exceed customer expectations. • Proven problem solving skills, and the ability to exercise high levels of initiative to devise and implement workable solutions.
Details of the specific qualifications and/or experience if required for the role in line with the above description	<p>HNC/HND level Technical Qualification in Civil Engineering or equivalent experience. Membership of relevant professional institution is desirable.</p> <p>A detailed working knowledge of the range and relevant principles, practices and procedures in Highway Design, Engineering construction, contract and project management, including:</p> <ul style="list-style-type: none"> • relevant legislation (including Highways Act, Traffic Signs Regulations, Road Traffic Act); • National and Local Transportation Policies; • Health and Safety Procedures. <p>Proven experience of successfully designing and implementing large and / or complex highway improvement schemes such as signal junctions, Sustainable Transport Packages and major projects.</p> <p>An advance user of AutoCAD and related design packages such as KeyLINES, AutoSIGN and AutoTURN in order to produce high quality detailed design drawings.</p> <p>Knowledge of highway contracts, specifications, method of measurement, item coverage and pricing schedules relating to highway projects and schemes.</p> <p>A good working knowledge of the CDM regulations and ensuring that the responsibilities and obligations are met, including undertaking the Principal Designer role.</p> <p>Proven track record in understanding, meeting and exceeding customer and stakeholder expectations, including the provision of sound professional and technical advice including guidance on legislation, as well as the ability to promote best practice.</p> <p>Able to lead project teams across organisational boundaries and evidence of leadership, management, motivating, coaching and mentoring skills.</p> <p>Willingness and ability to travel around the county to meet the demands of the role.</p>
Role Summary	<p>Roles at this level typically lead and manage the work of a specialist team and/or they may hold a technically specialist professional role providing complex advice or managing specialist projects. They will use technical knowledge to audit or analyse situations and data to aid them in ensuring regulatory or technical compliance of others. They will work closely with a range of agencies and stakeholders to ensure delivery of agreed industry and service standards in a cost effective way. Forward planning could be for months ahead and the role will contribute to longer-term development.</p>