

Role Profile

Part A - Grade & Structure Information

Job Family Code	8RT	Role Title	Bridge Inspector
Grade	PS8	Reports to (role title)	Senior Bridge Inspector
		Directorate	Environment, Transport & Infrastructure
JE Band	269-313	Service	Highways and Transport
		Team	Infrastructure Schemes Team
		Date Role Profile was created	Jul-20

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 carry out inspections of highway structures with minimal supervision in accordance with the Code of Practice Well Managed Highway Infrastructure (2016) and the Inspection Manual for Highway Structures (2007) and within scheduled timescales. To ensure that the condition of highway structures is recorded and updated on the County Council's Bridge Management System in accordance with the CSS Bridge Condition Index system. To support the Senior Bridge Inspector in planning of the bridge inspection programme. To support the Senior Bridge Inspector in the identification and planning of bridge maintenance works by identifying defects and recommended treatments.
Work Context	The Highways and Transport Service is responsible for ensuring the effective management, maintenance and improvement of all highway and transport assets, including flood risk management. The role of the Network and Asset Management Group's is to develop and deliver asset management and flood risk strategies, manage highway networks and set local policies. The group also provides a directorate wide business and consultancy function. 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 and flood management. Reporting to the Senior Bridge Inspector, this role is responsible for carrying out the inspection of Highway Structures , identifying and estimating remedial works to highway structures under minimal supervision, updating and maintaining records of the condition of highway structures and advising senior staff of defects that may require immediate attention to safeguard the highway and travelling public.
Line management responsibility if applicable	N/A
Budget responsibility if applicable	N/A
Representative Accountabilities Typical accountabilities in roles at this level in this job family	Planning & Organising • Undertake and coordinate projects, feasibility studies and reviews in a defined area of activity to support and enhance service delivery. • Provide a range of specialist services advising and assisting customers in area of expertise, to maximise service quality, efficiency and continuity. • Plan and prioritise own work activities for the months ahead, to ensure operational efficiency. • Respond effectively to changing demands, adjusting priorities as needed. Policy and Compliance • Ensure personal and where appropriate team compliance with established protocols, procedures and practices. • Audit and monitor compliance of 3 parties with council requirements. People & partnerships • May manage staff, or supervise the work of others, allocating and prioritising work and managing performance to secure efficient service delivery. • Resolve issues/queries independently, recommend alternative solutions if unable to assist, and ensure efficient, day-to-day customer service is delivered. Resources • May be required to maintain specialist equipment, systems and software (or maintain knowledge of these in some roles) • May manage or assist with budget/resource management in accordance with the council policies and procedures. Analysis, Reporting & Documentation • Collate, store, record and analyse relevant data producing high quality reports, controlling data quality and integrity and recommending actions as appropriate. Duties for all Values: To uphold the values and behaviours of the organisation. Equality & Diversity: To work inclusively, with a diverse range of stakeholders and promote equality of opportunity.

Education, Knowledge, Skills & Abilities, Experience and Personal Characteristics	• Educated to 'A' level, HND standard, or equivalent or able to evidence ability at an equivalent level. • May require a qualification relevant to the specific nature of the role. • Knowledge of relevant legislation, practices and policies applicable to specialist area. • For some roles a relevant degree may be required. • Excellent IT skills, including MS Office and database management systems. • Ability to undertake technical work relevant to the role. • Excellent written and oral communication skills with the ability to build sound relationships with customers. • Ability to apply specialist knowledge to respond to complex enquires from a range of stakeholders. • Previous experience processing, analysing and reporting data. • Previous practical experience in a relevant field. • Ability to manage a range of projects through to completion. • Effective interpersonal, influencing and negotiation skills. • Experience of leading a team (where appropriate).
Details of the specific qualifications and/or experience if required for the role in line with the above description	The post holder be working towards HNC in Engineering and Bridge Inspector Certification Scheme (BICS) Inspector level accreditation or will have 5 years relevant experience and willingness to work towards BICS accreditation Some experience in Civil Engineering with particular relevance to inspection and maintenance of highway structures assets Some experience of working within an operational highways team Full valid driving licence Willingness to travel around the county Willingness to work outdoors in various weather conditions Ability to work at height, in confined spaces and in and on/over water. <u>Willingness to be on call out of hours if required.</u>
Role Summary	Roles at this level may manage a straightforward operational activity or small team or provide specialist support services or they are at a graduate level of a professional discipline. They have in-depth knowledge of methods, systems and procedures and possess practical understanding in one or more technical or specialist disciplines. A thorough knowledge of their own area or discipline is required although overall supervision from a more experienced professional is available. They work collaboratively with customers, staff, partner organisations, agencies and/or contractors and play a major role in maintaining quality standards and/or engaging in project management.
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