

Job Profile comprising Job Description and Person Specification

Job Description

Job Title: Skilled Road Worker	Grade: Scale 6
Section: Highways	Directorate: Environment and community Services
Responsible to following manager: Technical Officer / Contract Supervisor	Responsible for following staff: N/A
Post Number/s:	Last review date: April 2016

Working for the Richmond/Wandsworth Shared Staffing Arrangement

This role is employed under the Shared Staffing Arrangement between Richmond and Wandsworth Councils. The overall purpose of the Shared Staffing Arrangement is to provide the highest quality of service at the lowest attainable cost.

Staff are expected to deliver high quality and responsive services wherever they are based, as well as having the ability to adapt to sometimes differing processes and expectations.

The Shared Staffing Arrangement aims to be at the forefront of innovation in local government and the organisation will invest in the development of its staff and ensure the opportunities for progression that only a large organisation can provide.

Job Purpose:

The Skilled Highway Road Worker reports directly to the Contract Supervisor and are required to deliver on a broad range of reactive and routine highway repairs and traffic management and an integral part in the winter service needs.

Specific Duties and Responsibilities:

1. The Highway Road Worker reports direct to the Contract Supervisor and / or Technical Officer in the delivery of a broad range of highway repairs, street furniture and sign shop installation. The position also forms an integral part of the Unit in the overall delivery of the out of hours highway reactive maintenance service, emergency out of hours service when required, the highway response to winter service needs and depot requirements on request.

Specific duties include

2. Day to day reactive and planned repairs of highway footway, carriageway, street furniture and any other highway requests as directed to safe guard the highway users.
3. The fabrication of signs, installation and contributing towards a strong and highly valued Highways Service.
4. Provide a skilled response to a broad range of highways faults and street furniture.
5. General Depot duties which may include the removal of furniture, dismantling mobile office ramps and general upkeep of the depot.
6. Adhoc overtime when required to fulfil peaks in workloads and any other event and have a flexible approach to working arrangements.
7. There are additional requirements in some waste management and to make a positive contribution to developing Richmond's approach to mobile working, receiving works ordering and agreeing joint priorities in the methods and timings of repairs.
8. Work closely with the Street Environment (Inspection, Enforcement and Network Teams) to help identify and solve particular street environment issues and any other section within the Environment and Community Services.
9. Plan their works in a suitable manner to maximise their productivity, performance and control waste. They should also have the ability to maintain records of completed works.
10. Knowledge and understanding, including the practical application of NRSWA 1991 – Re-instatement Specification for Highways.
11. Knowledge of and practical application of highway treatment types, flag stones, kerbs, Iron works, street furniture, compacting and finishing concrete, laying and spreading and compacting of Bituminous and water bound materials. Modular surfaces and other type of repairs assigned to the public highway.
12. An understanding of inspection procedures/requirements for maintaining the highway with a broad knowledge of the inspection criteria and the ability to identify highway defects and related hazards
13. Responsible for the direction of agency staff and/or other lower graded workers, taking responsibility for works standards, timings and performance. In doing so to maintain detailed records of work/materials used and be able to prioritise workload appropriately.

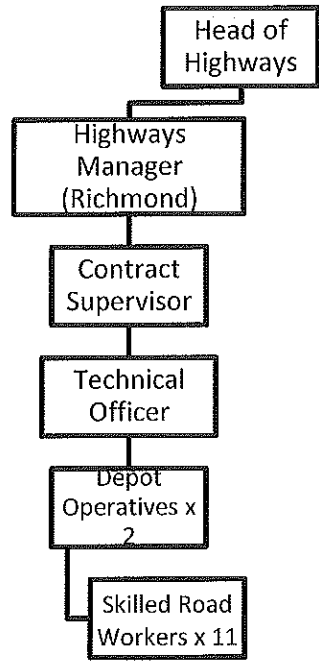
Generic Duties and Responsibilities

- To contribute to the continuous improvement of the services of the Boroughs of Wandsworth and Richmond.
- To comply with relevant Codes of Practice, including the Code of Conduct and policies concerning data protection and health and safety.
- To adhere to security controls and requirements as mandated by the SSA's policies, procedures and local risk assessments to maintain confidentiality, integrity, availability and legal compliance of information and systems
- To promote equality, diversity, and inclusion, maintaining an awareness of the equality and diversity protocol/policy and working to create and maintain a safe, supportive and welcoming environment where all people are treated with dignity and their identity and culture are valued and respected.
- To understand both Councils' duties and responsibilities for safeguarding children, young people and adults as they apply to the role within the council.
- The Shared Staffing Arrangement will keep its structures under continual review and as a result the post holder should expect to carry out any other reasonable duties within the overall function, commensurate with the level of the post.

Additional Information

14. Undertaking the standby scheme for the winter service on a rota basis and some staff will be required to participate in the Emergency Out of Hours Standby Service (including depot emergency cover and any additional out of hour's service that is required). Should be prepared to respond to the Councils major Emergency Plan when required. E.g. sand bagging, storm damage etc.

Current team structure



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Our Values and Behaviours⁸

The values and behaviours we seek from our staff draw on the high standards of the two boroughs, and we prize these qualities in particular –

- taking responsibility and being accountable for achieving the best possible outcomes – a ‘can do’ attitude to work
- continuously seeking better value for money and improved outcomes at lower cost
- focussing on residents and service users, and ensuring they receive the highest standards of service provision.
- taking a team approach that values collaboration and partnership working

Person Specification Requirements	Assessed by A & I/ T/ C (see below for explanation)
Knowledge	
Knowledge and application of Health & Safety Responsibilities – on site. • Duty of care for self and others • PPE & Manual Handling issues	A&I
Knowledge and practical application of Powered hand tools and light plant such as concrete mixers, portable traffic lights, air compressors and tools, road breakers, pedestrian operated rollers, powered mechanical shears, etc.	A&I
An understanding of why customer care is important in employment and service delivery.	A&I
Preparing and installing signing, lighting and guarding in compliance with the Safety at Street Works and Road Works code of practice (Red Book).	A&I/T
Experience	

⁸ These values and behaviours will be developed further as the SSA becomes established.

The application in meeting acceptable levels of output in a number of tasks including: Carriageways, footways, finishing concrete (reinforced and un-reinforced) street furniture, and road patching repairs, and other type repairs assigned to the public highway. Assist in the practical application, of Hot bitumen and cold thixotropic bitumen technological advances.	A&I
To carry out manual labouring tasks involving excavating and backfilling of highways works and erection of street furniture.	A&I/T
Skills	
Able to communicate both orally and in writing with staff.	A&I
The ability to carry out heavy manual tasks involving lifting and handling materials and equipment, loading and unloading vehicles etc.	A&I
The ability to work without supervision or part of a team.	A&I
Be able to maintain detailed records of works completed, materials used, be able to prioritise workload and the ability to use hand held devices.	A&I
Qualifications	
New Roads & Street Works Card 'all units'.	C
City and Guilds Level 2 Winter maintenance Operations award or obtain within 6 months.	A&I/C
Full Drivers licence and 7.5 ton licence.	C
Lantra 12D T1&T2 IF applicable.	A&I/C
Tele-handler and/or Loading Shovel and Forklift truck if applicable.	A&I/C

A – Application form

I – Interview

T – Test

C - Certificate