

JOB DESCRIPTION

Job Title	Highway Inspector (Trees)		
Service	Infrastructure & Transport		
Reporting to	County Highways Arboriculturist		
Grade	12		
Evaluation ref:	TR0187	Job Family ref:	
Role Purpose			
Under the direction of the County Highways Arboriculturist you will contribute to the provision of a highway tree management service to the public by applying a uniform and consistent approach to tree inspection and identifying hazardous trees across the county's 6500km of highway. As a key member of the organisation, you will be expected to promote the image of the Council and embrace a culture of customer care to ensure successful delivery of a quality highway tree management service in Somerset.			
Accountabilities			
Safety Inspections			
Undertake planned visual tree assessments (driven or walked) of the county's highway tree stock along with trees within private ownership which pose a risk to the highway and its users.			
Create prioritised remedial tree work orders, specifying appropriate tree work in line with BS3998:2010 Tree Work Recommendations.			
Recording new and updating tree records on the Council's tree management software, utilising online mapping and communications systems.			
Prepare specific work recommendations and associated remedial tree work recommendations to enable Section 154 notices to be served.			
Undertake reactive visual tree assessments to trees that are reported as dangerous which have been reported to the council by a member of the public in a professional, prompt, customer friendly manner within council guidelines. Actively promote links between Somerset Council and local communities.			
Provide technical advice, guidance and reports to staff within the organisation, including reports to the Council's Insurer on arboricultural matters, local authorities and external bodies as required.			
Undertaking audits of contractor's tree work in relation to specified remedial tree work.			

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Knowledge / Experience / Skills		
	Essential	Desirable
Knowledge		
Proven technical ability, an ability to analyse local highways situations and to identify priority areas for maintenance and improvement.	X	
Understanding of current Health and Safety and CDM legislation.		X
Understanding of the Highways Act 1980.		X
Understanding of Well-Maintained Highways – Code of Practice.		X
An understanding of political, financial and environmental issues as they affect the service at the local level.		X
Experience		
Previous experience of arboriculture/tree surgery within a public or private sector environment.	X	
Previous experience of tree hazard assessment surveying.	X	
Relevant experience within a highways service environment.	X	
Experience of highway maintenance.		X
Contract administration.		X
Dealing with public on various highway matters.		X
Qualifications / Registrations / Certifications		
Educated/qualified to at least Level 3 arboricultural qualification.	X	
Hold the Professional Tree Inspection (PTI)	X	
NRSWA qualification.		X
QTRA / VALID		X
Highway Inspector (approved IHIE).		X
Skills		
Ability to use basic IT – Microsoft Word, Outlook emails, and other computer-based applications.	X	
Effective inter-personal and communication skills.	X	

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Good communication Skills both written and verbal.	X	
Good organisational skills.	X	
Willing to undertake training.	X	
Ability to liaise with the general public, on a variety of highway topics.	X	
Proactive, 'can-do' approach.	X	
Work alone or in a team.	X	
Ability to speak fluent English as stated in Part 7 of the Immigration Act (2016).	X	
Ability to use handheld mobile device to record inspections and safety defects.		X
Ability to liaise with Parish Councils and Councillors on a variety of highway topics.		X
Working Conditions		
Ability to travel to sites throughout Somerset.		
Dimensions of the role		
Working Arrangements		
Somerset Council's Dynamic Working Strategy will be applied to this position.		
Corporate Accountabilities		
Understand, uphold, and promote the aims of the council's equality, diversity, and inclusion policies; health, safety and wellbeing of self and others; and Organisational values in everything you do. Equality and Diversity practice covers both interaction with staff, service users and communities and includes challenging discrimination and promoting equality of opportunity for all.		

Date: