

## JOB DESCRIPTION

<b>Job Title</b>	Senior Streetworks Technician		
<b>Directorate</b>	Infrastructure and Transport		
<b>Reporting to</b>			
<b>Grade</b>	12		
<b>Evaluation ref:</b>	AG0408	<b>Job ref:</b>	<b>Family</b> RPG12
<b>Role purpose</b>			
<p>The Senior Street Works Technician plays a pivotal role within the Infrastructure and Transport Directorate, providing technical support and expertise in the coordination and management of street works. This role involves working on various elements of road closures and network coordination, utilising technical knowledge, bespoke ICT systems, and interpersonal skills. The postholder is responsible for offering guidance and support to junior colleagues, ensuring compliance with statutory requirements, and providing technical advice to senior colleagues and external organisations. The role also includes assisting with the preparation of presentation materials, managing data, and representing the Traffic and Transport Development Service Area in internal and external meetings. The postholder is expected to uphold the council's equality, diversity, and inclusion policies, and contribute to the health, safety, and wellbeing of themselves and others.</p>			
<b>Responsibilities</b>			
<ul style="list-style-type: none"> <li>• Work on selected elements of road closures processes and network coordination under supervision.</li> <li>• Provide technical advice and support to senior colleagues and external organisations.</li> <li>• Ensure compliance with statutory requirements of the Council as the highway authority.</li> <li>• Support Street Works technicians and Coordinators in resolving NRSWA and permit process issues.</li> <li>• Assist with the coordination function during periods of high workloads.</li> <li>• Support business support colleagues with administrative functions.</li> <li>• Prepare presentation materials, including statistics, detailed plans, maps, and tables.</li> <li>• Manage, collate, and analyse basic data, presenting key findings to senior colleagues.</li> <li>• Assist with the design and delivery of presentations and briefings for highway and traffic management projects.</li> <li>• Attend internal and external working group meetings in a technical capacity.</li> </ul>			

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- Research and collate information for updating service and business plans.
- Compile results of customer questionnaires, surveys, and consultation exercises.
- Ensure timely provision of information to the public in accordance with the Corporate Charter.
- Provide assistance and cover for colleagues during periods of absence.
- Promote the council's equality, diversity, and inclusion policies in all interactions.

### Impact

#### Contacts & Relationships

- Contact takes place by telephone, written correspondence including electronic correspondence and in person, when seeking or providing information is an essential element of everyday work.
- Daily contact with professional officers to discuss work requirements, assist junior colleagues in agreeing priorities and work plans. Within the Council there will be frequent meetings with other members of the Highway Operations and Transport Development service area. May also be required to attend meetings with team members from other service areas.
- Required to liaise with members of the Statutory Undertakers, public, SC colleagues, Parish Councils, external organisations, and Government departments.
- Establish and maintain good working relationships both internally and externally to SC is essential to aid the work of the service area.
- Attend internal and external working groups in a technical capacity to represent the service area and SC. Maximise opportunities to establish a network of contacts to assist with research and analysis of information or to discuss various highway issues.

#### Resources

- Provides support for the technicians and Professional Officers in the team and also across the Traffic Management, Road Safety and Parking Services Operations service area.

### Knowledge / Experience / Skills

	Essential	Desirable	
<b>Knowledge</b>			
Understanding of road closures processes and network coordination.	x		

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Knowledge of statutory requirements for highway authorities.	x		
Familiarity with NRSWA and permit processes.	x		
Awareness of the council's equality, diversity, and inclusion policies.	x		
Knowledge of bespoke ICT systems used in street works.		x	
Understanding of data management and analysis techniques.		x	
<b>Experience</b>			
Experience in providing technical advice and support.	x		
Experience in managing and coordinating street works.	x		
Experience in preparing presentation materials.	x		
Experience in data management and analysis.	x		
Experience in attending and contributing to technical meetings.		x	
Experience in supporting administrative functions.		x	
<b>Qualifications / Registrations / Certifications</b>			
Relevant technical qualification in civil engineering or a related field.	x		
Certification in NRSWA.	x		
Training in data management and analysis.		x	
Qualification in project management.		x	
Certification in equality, diversity, and inclusion.		x	
Training in bespoke ICT systems.		x	
<b>Skills</b>			
Strong technical and analytical skills	x		
Excellent communication and interpersonal skills.	x		
Ability to manage and coordinate multiple tasks.	x		
Proficiency in preparing and delivering presentations.	x		
Strong organisational and time management skills.	x		

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Ability to work collaboratively with colleagues and external organisations	x		
Proficiency in using ICT systems for data management.		x	
Ability to research and collate information effectively.		x	

### Working Conditions

This role involves working within a dynamic and supportive local authority environment. Candidates should be prepared for the following conditions:

- **Work Hours:** Standard working hours are 37, with occasional requirements for evening or weekend work to meet project deadlines or attend community events.
- **Location:** The primary work location is County Hall, with opportunities for remote work as per organisational policies.
- **Travel:** Involves frequent travel across rural areas of Somerset and lone working on occasion.
- **Work Environment:** The role involves working both independently and as part of a team, with access to modern office facilities and resources.
- **Health and Safety:** Adherence to all health and safety regulations is mandatory, ensuring a safe working environment for all employees.

### Working Arrangements

Somerset Council's dynamic Working Strategy will be applied to this position.

### Corporate Responsibilities

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: 27/01/2025