

APPLICATION FOR EMPLOYMENT

Thank you for the interest you have shown in the vacancies within Stockton on Tees Borough Council.

Completed forms can be e-mailed to recruitment@xentrall.org.uk or posted to **Xentrall Recruitment Services, PO Box 891, Stockton on Tees, TS19 1JT**, marking the envelope in the top left hand corner with the post reference number.

In accordance with our recruitment procedures, your application will only be considered if it is received on or before the closing date as shown in the advertisement.

In the interests of economy, applications received via the post are not automatically acknowledged. If you require confirmation that your application has been received please enclose a stamped addressed envelope or telephone 01642 526992.

If you have not been contacted within 4 weeks of the closing date for receipt of applications, please assume that on this occasion your application has not been successful.

Traffic Survey Enumerator

Vacancy ID: 008707

Salary: £8.9618 per hour

Closing Date: 22/04/2018

Benefits & Grade

Grade C (pay award pending)

Contract Details

Casual

Contract Hours

To work as and when required

Job Description

We are seeking a Casual Traffic Survey Enumerator to enlarge the Traffic Survey team.


Work is on an as and when required basis, largely in school term – time (though some holiday and week-end working may be required).

For detailed information on this role, please refer to the Job Description and Person Specification.

Please ensure you refer to the essential and desirable criteria detailed in the Person Specification when completing your application as they are used to select candidates for interview.

An online application form and further information is available from www.stockton.gov.uk/job-vacancies/. Alternatively you can contact Xentrall Recruitment Services, Tel: (01642) 526992 or email recruitment@xentrall.org.uk

Stockton-on-Tees Borough Council ensures that all customers, both internal and external receive a consistently high quality level of service.

 Stockton-on-Tees BOROUGH COUNCIL		JOB DESCRIPTION	
Directorate: Economic Growth and Development		Service Area: Transport Strategy and Road Safety	
JOB TITLE: Traffic Survey Enumerator			
GRADE: C			
REPORTING TO: Transport Strategy and Road Safety Manager			
1.	JOB SUMMARY: Carry out camera, counter work, traffic surveys and associated technical duties as they arise in the Transport Strategy and Road Safety Team		
2.	MAIN RESPONSIBILITIES AND REQUIREMENTS		
	1.	To undertake various types of manual Traffic Survey, predominantly erecting speed radar counters and cameras including 12 hour classified counts, junction turning counts, largely during school term time.	
	2.	To assist in the analysis and presentation of traffic surveys.	
	3.	To take reasonable care of your own health and safety and co-operate with management, so far as necessary, to enable compliance with the authorities health and safety rules and legislative requirements.	
	4.	To undertake such personal training as may be deemed necessary to meet the duties and responsibilities of the post.	
	5.	To undertake such other duties and responsibilities commensurate with the grading and nature of the post.	
	6	Assist in Training and development of staff and to undertake such personal training as may be deemed necessary to meet the duties and responsibilities of the post.	
	7	To undertake such other duties and responsibilities commensurate with the grading and nature of the post.	
3.	GENERAL		
Job Evaluation - This job description has been compiled to inform and evaluate the grade using the NJC Job Evaluation scheme as adopted by Stockton Council.			

Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties from time to time within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

Workforce Culture and supporting behaviours and Code of Conduct – The post holder is required to carry out the duties in accordance with Workforce Culture and supporting behaviours, code of conduct, professional standards and promote equality and diversity in the workplace.

Shaping a Brighter Future – The post holder will embrace the Council's "Shaping a Brighter Future" programme.

Personal Development – As defined by the Council's Culture Statement, all employees will take responsibility for their own development

Customer Services – The post holder is required to ensure that all customers both internal and external, receive a consistently high quality level of service, commensurate to the standards required by Stockton on Tees Borough Council.

Policies and Procedures – The post holder is required to adhere to all Council Policies and Procedures.

Health and Safety – The post holder has a responsibility for their own health and safety and is required to carry out the duties in accordance with the Council Health and Safety policies and procedures.

Safeguarding – All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Stockton Council's Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.

PERSON SPECIFICATION

Job Title/Grade	Traffic Survey Enumerator	C
Directorate / Service Area	Economic Growth and Development	Transport Strategy and Road Safety
Post Ref:	10316	

	ESSENTIAL	DESIRABLE	MEANS OF ASSESSMENT
Qualifications	Candidates must have basic literacy and numeracy skills		Application form
Experience	Must be reasonable fit and able to lift heavy equipment Use of ladders and working at heights		Application / Interview
Knowledge & Skills	Awareness of Health and Safety Good observational skills Due to the role requiring frequent travel between venues across the Borough, a full driving licence and access to a motor vehicle is required for this role		
Specific behaviours relevant to the post	Demonstrate the Council's Behaviours which underpin the Culture Statement. Ability to work as part of a team Ability to work alone on occasion Must be able to work unsociable hours to suit the needs of the service as required Must be willing to work everywhere within the Borough if required Must be able to work outdoors though usually working from vehicles		Application / Interview
Other requirements			