

Newcastle City Council

Job Description

DIVISION	Technical Consultancy	
POST TITLE	Engineering – Grade 5	EE725
EVALUATION	Xx Points	Grade: N8
RESPONSIBLE TO	Principal Engineer	
RESPONSIBLE FOR	n/a	
JOB PURPOSE	To undertake technical, planning and strategy development duties relating to highway, highway structures, traffic management or flood management projects (depending on speciality)	

Main Duties: The following is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time. The necessity to perform duties at a lower level of responsibility is not precluded.

1. Manage / deliver projects, including design, using knowledge of relevant engineering practices / procedures, organisational policies and external legislation.
2. Analyse and interpret very varied and complex information to solve a range of engineering problems including planning and the development of engineering strategy.
3. Preparation of plans, correspondence, calculations, documents and reports at an advanced level.
4. Communication of complex and contentious information to a range of audiences both orally and in writing.
5. Represents the service area at meetings / working groups both within and external to Technical Consultancy. Liaison with organisations external to Technical Consultancy.
6. Responsible for the development and providing advice, guidance and training to others.
7. Carry out surveys, measurement and testing.
8. Contribute to setting and monitoring of budgets including accountability for the effective expenditure of very large budgets.
9. Use of Information Technology software associated with the engineering and project management tasks being undertaken.

10. Provision of advice and guidance at an advanced level regarding internal policy, external regulation and statutory requirements relating to the highway.
11. Contribute to the promotion of technical innovation, service delivery best practice and the development of sustainable construction solutions.
12. To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.
13. To assist in maintaining a healthy, safe and secure environment and to act in accordance with the Council's policies and procedures.