# **PERSON SPECIFICATION: Highway Inspector POST REFERENCE: 103282**

**HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.**

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| REQUIREMENTS | ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) |
| * **Educational/vocational/ occupational qualifications and/or training** * **Specific qualifications (or equivalents)** | Possess NRSWA Supervisors Accreditation. (F) Highways Inspector accreditation or equivalent. (F) | GCSE’s or equivalent (grade A-C) including Maths and English. (F) |
| * **Work or other relevant experience** | Experience within a relevant specialist highway discipline. (F), (I)  Experience of working with customers, clients and partners. (F), (I) | Experience of dealing with utility companies/ contractors in a work environment. (F), (I)  Experience of dealing with members of the public within a work environment. (F), (I) |
| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** | | |

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| * **Skills, abilities, knowledge and competencies** | Knowledge of current highways legislation, including the New Roads & Street Works Act and the Highways Act. (I)  The ability to organise own workload and determine priorities. (I), (R)  To be able to use own initiative to respond independently to difficult problems and unexpected situations. (I)  Good communication skills, including attendance at court in relation to insurance claims. (F), (I) | Tieode Experience of dealing with telephone calls and queries in person/ writing. (F), (I)  Experience of contract supervision and site management. (F), (I) | |
| * **General competencies** | Ability to travel around the Borough effectively. (F)  The ability to work under pressure including meeting deadlines and dealing with interruptions. (I), (R)  The ability to cope in situations where there is an emotional demand arising from the work being undertaken. (I), (R) |  | |
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Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council’s Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010) where necessary.