|  |
| --- |
| **Job Description** |
| **Post title** | Street Lighting Technician |
| **JE Reference No** | N8962 |
| **Grade** | 7 |
| **Service** | Regeneration and Local Services |
| **Service Area** | Strategic Highways – Street Lighting |
| **Reporting to** | Street Lighting Manager |
| **Location** | Your normal place of work will be County Hall, Durham, but you may be required to work at any Council workplace within County Durham. |
|  |
| **DBS** | This post is not subject to a disclosure. |
| **Flexitime** | This post is eligible for flexitime. |
| **Politically restricted** | This post is not designated as a politically restricted post in accordance with the requirements of Section 1(5) of the Local Government and Housing Act 1989 and by regulations made from time to time by the Secretary of State. |
|  |  |

|  |
| --- |
| **Description of role** |

**Work alongside:** Other Officers within the Strategic Highways Service and Street Lighting Asset

Team.

**Responsible for**: There are no supervisory duties with this post.

The post holder will assist the Street Lighting Manager in the management and control of the Street Lighting and Illuminated Street Furniture Assets within the Strategic Highways Service.

|  |
| --- |
| **Duties and responsibilities** |

Listed below are the responsibilities this role will be primarily responsible for:

1. Stakeholders and service user consultation including technical site visits and electrical surveys.
2. Report and feedback stakeholders and service user consultation.
3. Link between the Street Lighting Manager and other parties for all aspects of the delivery of street lighting service.
4. Attend meetings with partners, contractors and/or stakeholders when required.
5. Assist the Street Lighting Manager in ensuring the various performance standards and targets are achieved.
6. Assist the Street Lighting Manager in monitoring budgets.
7. Assist in the development of the asset database to inform strategic planning.
8. Upkeep of the street lighting and illuminated street furniture asset data base.
9. Maintain and analyse data for the purposes of assessing condition and preparation of the annual street lighting structural inspection programme.
10. Assist in the identification and preparation of replacement and new lighting programmes.
11. Assist the Street Lighting Manager in maintaining the accuracy of the unmetered supplies inventory and energy management.
12. Liaise with developers, undertaking Section 38 and Section 278 pre-adoption site checks.
13. To respond appropriately to emergencies arising in relation to the work of the Section.
14. To place orders with the contractor for remedial works to maintain the safety of the public lighting cable network and manage the budget provision of such works.
15. To assist the Street Lighting Manager in organising and managing the activities of the team to ensure that the maximum efficient and effective use is made of the resources available.
16. To support/ assist staff within the Team and Strategic Highways as a whole.
17. To liaise effectively with other Council services and relevant outside bodies on the work of the section.
18. Foster and maintain good relationships with a wide range of internal and external stakeholders.

The above is not exhaustive and the post holder will be expected to undertake any duties which may reasonably fall within the level of responsibility and the competence of the post as directed by the Street Lighting Manager.

|  |
| --- |
| **Organisational responsibilities** |

* **Values and behaviours**

To demonstrate and be a role model for the council’s values and behaviours to promote and encourage positive behaviours, enhancing the quality and integrity of the services we provide.

* **Smarter working, transformation and design principles**

To seek new and innovative ideas to work smarter, irrespective of job role, and to be creative, innovative and empowered. Understand the operational impact of transformational change and service design principles to support new ways of working and to meet customer needs.

* **Communication**

To communicate effectively with our customers, managers, peers and partners and to work collaboratively to provide the best possible public service. Communication between teams, services and partner organisations is imperative in providing the best possible service to our public.

* **Health, Safety and Wellbeing**

To take responsibility for health, safety and wellbeing in accordance with the council’s Health and Safety policy and procedures.

* **Equality and diversity**

To promote a society that gives everyone an equal chance to learn, work and live, free from discrimination and prejudice and ensure our commitment is put into practice. All employees are responsible for eliminating unfair and unlawful discrimination in everything that they do.

* **Confidentiality**

To work in a way that does not divulge personal and/or confidential information and follow the council’s policies and procedures in relation to data protection and security of information.

* **Climate Change**

To contribute to our corporate responsibility in relation to climate change by considering and limiting the carbon impact of activities during the course of your work, wherever possible.

* **Performance management**

To promote a culture whereby performance management is ingrained and the highest of standards and performance are achieved by all. Contribute to the council’s Performance and Development Review processes to ensure continuous learning and improvement and to increase organisational performance.

* **Quality assurance (for applicable posts)**

To set, monitor and evaluate standards at individual, team and service level so that the highest standards of service are delivered and maintained. Use data, where appropriate, to enhance the quality of service provision and support decision making processes.

* **Management and leadership (for applicable posts)**

To provide vision and leadership to inspire and empower all employees so they can reach their full potential and contribute to the council’s values and behaviours. Managers and leaders must engage in personal development to ensure they are equipped to lead transformational change; always searching for better ways to do things differently to meet organisational changes and service priorities.

* **Financial management (for applicable posts)**

To manage a designated budget, ensuring that the service achieves value for money in all circumstances through the monitoring of expenditure and the early identification of any financial irregularity.

*The above is not exhaustive and the post holder will be expected to undertake any duties which may reasonably fall within the level of responsibility and the competence of the post as directed by your manager.*

|  |
| --- |
| Person specification: Street Lighting Technician |
|  | Essential | Desirable |
| Qualifications | * BTEC National/ NVQ Level 3 or equivalent in relevant subject
* 18th Edition of IEE Wiring Regulations
* G39 Training
* DNO LV Switching
 | * Evidence of CPD
* ILP Exterior Lighting Diploma
* Membership of a relevant Professional Institute
 |
| Experience | * Significant technical experience within the public lighting field engaged in installation and maintenance activities
* Experience in surveying of street lighting apparatus including cable networks
* Experience in dealing with DNOs
* Experience of problem solving
 | * Some experience of dealing with asset management
* Dealing with the Public
* Design of schemes to British Standards
* Experience in consultation processes of dealing with customers, other departments, members, police, 3rd parties etc
 |
| Skills & Knowledge | * Effective written and verbal communication skills.
* Ability to record and report on site events
* Ability to use software packages such as Microsoft Word, Excel or similar
* Electrical Safety in Public Lighting Operations
* Electricity at Work Regulations
* Ability to problem solve
 | * Knowledge of Quality Management Systems
* Understanding of BS5489/CEN standards
* Knowledge of Street Lighting CMS
* Knowledge of Inventories
* Knowledge of Tender Documentation and procedures
* Ability to identify electrical service types
 |
| Personal Qualities | * Able to work within a team environment
* Ability to work unsupervised
* A flexible approach to work and a capability to work under pressure to deadlines
* Self-motivated and able to work under own initiative but in accordance with corporate objectives
 |  |