

Job Description

Post Title: Technical Specialist (Engineering Consultancy Services)
(A5087)

Evaluation: 632 Points **Grade:** N10

Responsible to: Service Manager

Responsible for: N/A

Job Purpose: Lead, develop, coordinate and provide expert advice and recommendations relating to specialist technical projects and contracts, including: financial and technical appraisals, benchmarking, lifecycle and maintenance costs, inspection and monitoring, financial monitoring, and risk management.

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.

1. Responsible for providing financial and technical advice and recommendations on all activities required within a designated project, programme of works, contractual or technical area to ensure value for money is obtained and assets are managed appropriately.
2. To lead on and provide advice and recommendations to the Cabinet, Council's Director's team, Elected Members, service Directorates and Divisions across the Council, including dealing with resident's queries.
3. To account for, report on and monitor progress on budgets in respect of designated technical area. To monitor and review new developments within the designated technical field and provide recommendations to ensure value for money.
4. To maintain contractual levels of performance to ensure key performance indicators are achieved.
5. To lead on the development of policies and procedures to support service transformation and value for money outcomes.
6. To develop policy and guidance within the designated technical area.
7. To contribute to achieving financial objectives by leading and encouraging innovative service delivery methods and improvements.

8. To undertake contract negotiations with organisations to ensure that all business opportunities are maximised.
9. To develop and maintain effective partnership working and positive working arrangements with other organisations to assist in the delivery of agreed outcomes.
10. To keep up to date with local, regional and national developments in designated technical field, advising Members, senior officers and stakeholders on these.
11. To identify risk and recommend and implement appropriate strategies to mitigate against the impact of risk.
12. To assist in maintaining a healthy, safe and secure environment and act in accordance with the Council's policies and procedures.
13. To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.