

Role Profile – Roadworker/Charge Hand

INFORMATION ABOUT THE ROLE:

Group:	Housing, Environment and Healthy Communities
Service:	Highways and Waste
Location:	Various sites within Gateshead
Line Manager:	Highways Operation Manager
Car User Status:	Casual

Grade G SCP 19 – 23 (£31,067 - £33,366)

WHAT WE WANT YOU TO DO.....

To operate flexible and responsively whilst supervising of others while carrying out Highways construction activities. Meeting site requirements and/or completing works orders and client requests in a timely manner. Ensuring the availability and functioning of required plant and appropriate materials. Ensuring good housekeeping on site and ensuring Health and Safety standards are adhered to.

The key roles of this post will include:

- Effectively assisting the Assistant Manager to plan, co-ordinate and supervise employees and contractors engaged in the delivery of Highways Construction projects and Maintenance Works.
- Leading teams carrying out Highway Maintenance and Construction, patching using hot and cold materials, new road and footpath construction, paving/kerbing, drainage installation, including fitting formwork and shoring up equipment, repair and clearance, ducting, maintenance, and installation of all street furniture.
- Undertaking a range of advanced highways tasks including erection of VRS systems, installation of handrail and guardrail, kerb laying, block paving, flag laying, flexible footways, laying concrete, carriageways, drainage and all natural stone products
- Use and interpretation of plans and schematic drawings associated with the delivery of highways projects.

- Ensuring compliance with all Health and Safety issues on site including risk assessments, method statements and dynamic risk assessments within all appropriate guidance/legislation and that any H&S issues are recorded and submitted to the assistant manager and any other related issues.
- Monitoring & collating all goods and service delivery orders and file away in a structured manner.
- Assisting in the delivery of programs and progress
- Setting out traffic and pedestrian management
- Ensuring compliance with appropriate specifications, and frameworks to deliver quality services.
- Ensuring that machinery and equipment is used and working in the appropriate condition ensuring safeguards are in place and PPE is worn.
- Assisting and instructing trades and contractors as may be required to ensure the completion of their work activities.
- Willingness to undertake specific training associated with the role.
- Motivating, guiding, and or training other members of the team and contractors although this responsibility is linked to experience and does not require any specially developed training.
- Other reasonable tasks in line with operational needs and commensurate with the grade
- To be the point of contact for any issues arising on site with contractors, employees, and members of the public.



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WHAT YOU NEED TO BE SUCCESSFUL..... THE ESSENTIALS

THE KNOWLEDGE

- A broad knowledge of highways works including traffic management, drainage, street lighting and signage

THE EXPERIENCE

- Trade background with relevant on-site work experience ideally with some experience of supervising others.
- Experience of working with a wide range of highways materials.
- Operation of specialist plant and machinery.
- Working in a self-disciplined manner to tight deadlines whilst maintaining a high standard of workmanship
- Effective communication with clients to ensure specification and requirements are met.
- Experience of working to the requirements of the highways permit scheme

THE QUALIFICATIONS

- NVQ or equivalent in relevant trade background.
- Current CSCS Health and Safety Compliance Card or equivalent
- Hold relevant skill and H&S qualifications to operate relevant plant and machinery.
- Hold or be willing to work towards
 - Streetworks
 - Water Jetting
 - Trenching & Shoring
 - Confined Spaces
- Sling Loading from a vehicle, or be willing to work towards

OUR COMPETENCIES... *HOW WE WANT YOU TO BE*

CUSTOMER FOCUSED

Puts the customer first and provides excellent service to both internal and external customers

GREAT AT COMMUNICATION

Uses appropriate methods to express information in a clear and concise way to make sure people understand

TEAM PLAYER

Works with others to achieve results and develop good working relationships

MAKE THINGS HAPPEN

Takes responsibility for personal organisation and achieving results

FLEXIBLE

Adapts to change and works effectively in a variety of situations

LEARN AND DEVELOP

Actively improves by developing and applying new skills and knowledge and learns from past experiences

