

 Stockton-on-Tees BOROUGH COUNCIL		JOB DESCRIPTION
Directorate: Community Services and Transport		Service Area: Design Services
JOB TITLE: Senior Engineer – Design Services		
GRADE: L		
REPORTING TO: Design Services Manager		
1.	JOB SUMMARY: Senior Civil Engineer responsible for the delivery of a significant capital programme of civil engineering works that are predominantly highway related. Assisting within the management of the Authorities highway structures and assisting in the development and management of the Civil Engineering Design Team supporting Principal Engineers. The post holder will be responsible for challenging our approach to delivery to drive innovative solutions and savings in both time, cost and promoting environmentally sustainable solutions.	
2.	MAIN RESPONSIBILITIES AND REQUIREMENTS	
		GENERAL
	1	Support the Executive Management Team in the provision of effective management within the service area
	2	To support and promote the Council's core values and corporate service standards and to communicate these throughout the team.
	3	To carry out necessary consultations with other groups, sections, departments and organisations.
	4	To assist the management team in the provision of information and effective delivery of: • Effective Project Management role for assigned projects; • Agreed target provision of quality services; • Delivery of agreed target provision of quality services. • Development of employees; • Performance and management information is provided as required; • Identifying areas and implementing actions to drive continuous improvement; • Identification of opportunities to effectively contribute to the Council's own, and its' partners, core objectives and outcomes within any area of the Council
	5	To assist in the development of a culture which is consistent with the Council's vision of enthusiastic and forward looking partnership, and delivery of efficient and effective services within a Customer First environment.
	6	The operation and participation as necessary, in the Council's emergency plan and callout procedures.

	7	Assist in development and implementation of policies and strategies across the service area (i.e. Local Transport Plan, Service Delivery Plan, Business Unit Plan Access to Services and other Corporate Initiatives).
	8	Ensure the timely preparation and submission of such documents and information as required by the Council and Central Government
	9	Support the Executive Management team in building relationships and influencing the actions and strategies of internal services and external agencies (such as Environment Agency, Bus Operators, Highways Agency, Tees Valley Combined Authority and Private Developers etc).
	10	To ensure team compliance with Health and Safety legislation and in particular the CDM regulations and requirements for risk assessment/management.
3.		POST SPECIFIC
	1	To work as part of an integrated team responsible for delivering services in the following areas:- • Feasibility, design and construction of new and improved highways ranging from major highways to minor improvements, private streets and parking schemes including consultation at an appropriate level. • Engineering infrastructure works on reclamation, environmental improvement and redevelopment sites including liaison as required with other divisions and service groups. • Engineering advice and support for building construction projects. • Provision of a land surveying service for the Authority. • Project management and financial monitoring of individuals projects • Assistance in the preparation of the Local Transport Plan and Annual Progress Report. • Liaison with the Council's Capital Project Group on capital bids • Provision of engineering and transportation advice in relation to development and building control matters as required. • Demolition and security work including essential work to dangerous buildings and asbestos removal or treatment. • Provide assistance and support with the management and maintenance of the Council's Highway Structures • Inspection of engineering works on private development sites in connection with highway, drainage and open space adoption by the Authority.
	2	To assist the Design Service Manager and Executive Management Team in the management, guidance and support of junior staff within the team.
	3	To undertake the responsibility for the effective delivery of complex projects and schemes, and to supervise resources (staff and financial) accordingly.
	4	To undertake the responsibility for the effective delivery of complex projects and schemes, and to supervise resources (staff and financial) accordingly.
	5	To undertake such personal training as may be deemed necessary to meet the duties and responsibilities of the post.
4.		GENERAL

Job Evaluation - This job description has been compiled to inform and evaluate the grade of the post using the NJC Job Evaluation scheme as adopted by Stockton Council.

Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties from time to time within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

The Council's Values, Behaviours and Code of Conduct - The post holder is required to carry out the duties in accordance with the Council's Values and Behaviours, our code of conduct, professional standards and promote equality and diversity in the workplace.

Corporate Parenting - As Corporate Parents, we have the same ambition and high aspirations for all children in our care and care experienced young people: that Stockton-on-Tees is a great place to grow up, where children and young people are protected from harm and supported to be the best they can be in life.

Personal Development – As defined by the Council's Culture Statement, all employees will take responsibility for their own development

Customer Services – The post holder is required to ensure that all customers both internal and external, receive a consistently high-quality level of service, commensurate to the standards required by Stockton on Tees Borough Council.

Policies and Procedures – The post holder is required to adhere to all Council Policies and Procedures.

Health and Safety – The post holder has a responsibility for their own health and safety and is required to carry out the duties in accordance with the Council Health and Safety policies and procedures.

Safeguarding – All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Stockton Council's Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.

	Name:	Signature:	Date
Job Description written by: (Manager)	Andrew Rigg		31/03/26
Job Description agreed by: (Post holder)			

Job Description dated 17/04/26



PERSON SPECIFICATION

Job Title/Grade	Senior Engineer – Design Services / Grade L	
Directorate / Service Area	Community Services and Transport	Design Services
Post Ref:		

	ESSENTIAL	DESIRABLE	MEANS OF ASSESSMENT
Qualifications	Education to degree level and/or holder of a recognised relevant professional qualification by examination.		Application form
Experience	- Experience in completing complex, technical tasks to a high standard and to set deadlines. - Experience in the design and delivery of complex highway schemes	- Experience in making presentations in a public setting and at Committee meetings and working parties. - Experience in decision making, covering complex and varied service issues - Experience in maximising the contribution of team members. - Experience in the inspection and management of highway structures	Application / Interview

Knowledge & Skills	• Ability to use AutoCAD software and other relevant software. • Knowledge of Statutory Legislation for construction related services. • Ability to understand and communicate, both orally and in writing, complex technical issues. • Ability to develop and implement service policies and strategies within a political environment. • Ability to demonstrate customer sensitivity and awareness. • Ability to manage and control capital and revenue budgets. • Familiarity with and ability to adapt to Information Technology requirements.	• Ability to prioritise service issues and to balance implementation between personal involvement and delegation to others. • Ability to supervise professional staff engaged in the particular service area for the authority	
Specific behaviours relevant to the post	• Demonstrate the Council's Behaviours which underpin the Culture Statement.		Application / Interview
Other requirements	• Ability to benefit from training relevant to the post • Willingness to work as part of a team • Enthusiastic and hard working • Ability to apply initiative • High personal standards and self-discipline. • Interest in extending level of knowledge. • Able to travel independently across the borough • Should be able to vary working hours to incorporate evening and weekend work as required.		Application / Interview

 Stockton-on-Tees BOROUGH COUNCIL	KNOWN RISKS FOR THIS ROLE
DIRECTORATE: Community Services and Transport	SERVICE AREA: Design Services
JOB TITLE: Senior Civil Engineer	
GRADE: L	
JOB LOCATION / BUILDING: Dunedin House	
REPORTING TO: Civil Engineering Team Leader	

The following are the known risks for this role as identified through a Risk Assessment.
More than one risk may apply. Where there are no known risks, this will be indicated.

Known Risks - which require Baseline Health Surveillance Screening before or at start of employment and ongoing health surveillance with Occupational Health		
Known Risk	Yes	No
Noise: Employee is likely to be regularly exposed to noise above the exposure action level. (Daily or weekly exposure of 85dB)		X
Vibration: Employee will be exposed to vibration above the daily Exposure Action Value (EAV) of 2.5m/s ² A(8) 9		X
Respiratory: Employee will be exposed to Hazardous Substances such as machine generated wood dust, mineral dust, solder flux, glues, resins, cutting oils, latex. (Those working with respiratory/skin irritants or sensitizers as defined by COSHH)		X

Known Risks which require a Medical Assessment with Occupational Health prior to starting employment and ongoing assessment during employment.		
Known Risk	Yes	No
HGV/LGV/Fork Lift Truck/Passenger Carrying Vehicle/Minibus (Group 2) Licence Drivers: Employee will be required to drive an HGV/LGV/FLT/PCV/Minibus.		X
Asbestos: Employee likely to be exposed to asbestos. Work with asbestos' includes: ○ Work which removes, repairs, or disturbs asbestos		X

○ Ancillary work (work associated with the main work of repair, including maintenance work on equipment) ○ Supervisory Work (work involving direct supervision over those removing, repairing, or disturbing asbestos)		
Known Risk	Yes	No
Lead: Employee likely to be exposed to lead or lead based products (handling, processing, repairing, maintenance, storage, disposal) The lead must also be in a form in which it is likely to be: ○ Inhaled, e.g., lead dust, fume or vapour. ○ Ingested, e.g., lead powder, dust, paint or paste; or ○ Absorbed through the skin, e.g., lead alkyls or lead naphthenate. The regulations do not apply to work with materials or substances containing lead where, because of the nature of the work, lead cannot be inhaled, ingested, or absorbed.		X
Confined Spaces - Safety Critical: Employee will be required to work in a confined space where specialist equipment or breathing apparatus is needed.	X	
Working at Heights - Safety Critical: Employee will be required to work at a height .	X	
Blood-borne viruses: Employee is at risk of exposure to Blood-borne viruses e.g., needle stick injury, human bite, contact with human blood or other bodily fluids and sewerage.	X	

Other Known Risks		
Known Risk	Yes	No
Council Vehicles or transport that does not require a Group 2 licence: Employee will be required to drive a Council vehicle or regularly transport service users/clients/pupils in their own vehicle as part of normal duties.	X	
Food Handlers: Employee will be preparing and handling food <i>Food Handlers Questionnaire to be completed and sent to Occupational Health</i>		X
Night Workers: Employee will be regularly working at night <i>Optional Night Worker Questionnaire available</i>		X
Lone Working (including Home Working): Employee will be required to work alone.	X	
DSE Users: Employee will be required to use Display Screen Equipment (DSE) <i>DSE Training and assessment should be completed on commencement – arranged by manager</i>	X	
Any Other: Please identify any other known risks associated with this job role.		

Working adjacent to water courses	X	
Working adjacent to live carriageways	X	
Working adjacent to high-speed carriageway i.e. over 40mph	X	
Working on construction sites near moving plant	X	

As the manager of this post, I declare that the details above are an accurate reflection of the risks associated with the post.

Signature of Manager: 

Date: 25/03/2026

For any queries related to this form, please refer to the Known Risk Managers Explanatory Notes, or email the Occupational Health Department:

Occupational.Health@stockton.gov.uk