

Highway Scheme Manager

Person Specification

We will use these criteria to assess your suitability for the job.

Essential

1. Well-developed management and leadership skills
2. Financial control of works i.e. labour, plant and materials
3. Assist in maintaining budgetary control and monitoring to ensure good financial management
4. Performance management, challenge and timescales on delivery to programmes
5. Experience of civil engineering projects / procedures and associated contract documents
6. BTEC national or equivalent qualification in Civil Engineering
7. Material take offs and ordering for works from drawings
8. Working knowledge of health and safety legislation
9. Good communication and administrative skills
10. Clear and concise report writing skills
11. Good planning and programming skills
12. Self-confident and self-motivated
13. Able to establish and maintain good working relationships at all levels

14. Committed to providing quality service levels

15. Managing staff in accordance with City Council policies and procedures

16. Demonstrate skills to promote and implement the Council's Equality Policy in all aspects of employment and service delivery

Desirable

1. Certificate in Management or Supervisory Studies
2. Customer care training
3. Have worked with ISO 9001 or comparable quality management systems
4. Have worked with ISO 14001 or comparable environmental management systems
5. Have worked with ISO 45001 or comparable health and safety management systems
6. Holder of a category (B) Car licence
7. Solution focused

Our Values

Do you share our values of **proud**, **fair**, and **ambitious**?