

Disgrifiad Swydd a Manyleb y Person



MANYLION Y SWYDD

Teitl y swydd:	Prif Beiriannydd
Rhif Adnabod Gwerthuso Swydd:	1277EN
Gradd:	12
Cyfadran:	Economi a'r Amgylchedd
Adran:	Isadeiledd
Is-adran:	Strategaeth Drafnidiaeth a Rheoli Datblygu
Lleoliad:	Tŷ Tredomen
Yn atebol i:	Rheolwr Peirianeg Trafnidiaeth

DIBEN Y SWYDD

Arwain a rheoli'r tîm Strategaeth Drafnidiaeth a Rheoli Datblygu i ymgysylltu â thrafnidiaeth yng nghyd-destun Strategaeth Drafnidiaeth y Cyngor, i ddiogelu cyfanrwydd rhwydwaith priffyrdd y Cyngor rhag gweithgareddau datblygwyr a diogelu'r Cyngor rhag rhwymedigaethau sy'n deillio o ffyrdd newydd sydd wedi'u hadeiladu'n annigonol neu welliannau priffyrdd wedi'u darparu gan ddatblygwyr.

MEYSYDD CANLYNIADAU ALLWEDDOL

Cyfrifoldeb o ddydd i ddydd am y canlynol:

1. Canllawiau technegol, cynnydd a chwblhau tasgau.
2. Rheoli cyllidebau a chyllid yn effeithiol a doeth.
3. Iechyd a diogelwch.
4. Datblygu a hyfforddi staff.
5. Cyflawni lefelau uchel o berfformiad yn erbyn targedau deddfwriaethol a darparu gwasanaethau.
6. Cyfrannu at weithgareddau Grŵp, Adran, Cyfadran a Chorfforaethol.
7. Cynnal gwybodaeth gyfredol am ffactorau allweddol o fewn y Gwasanaeth (er enghraifft, newidiadau mewn deddfwriaeth, arferion gwaith ac ati).
8. Cyfrifoldeb trwy'r Rheolwr Peirianeg Trafnidiaeth, am ddarparu rheolaeth effeithiol o Strategaeth Drafnidiaeth a gwasanaethau Rheoli Datblygu'r Cyngor.

1. Arwain a rheoli'r tîm yn unol â'r polisïau a'r strategaethau strategol a gweithredol a chyfrannu at Gynllun Gwasanaeth yr Adran Isadeiledd.
2. Nodi anghenion, datblygu rhaglenni cyflawni a monitro darparu a rheoli ariannol ar gyfer strategaeth trafndiaeth a chynlluniau diogelwch ffyrdd ledled y Fwrdeistref Sirol.
3. Paratoi, gweithredu a monitro polisïau a strategaethau trafndiaeth.
4. Gweithio ar bob agwedd ar gynllunio trafndiaeth rhanbarthol a chymryd rhan mewn grwpiau/fforymau rhanbarthol (yn enwedig yr Awdurdod Trafndiaeth Rhanbarthol) yn ôl yr angen.
5. Gweithredu fel rheolwr cleient ar gyfer prosiectau a chynlluniau peirianeg cyfalaf trafndiaeth penodol a gwasanaethau ymgynghori. Mae hyn yn cynnwys rheoli arian yn gymwys.
6. Cysylltu â'r Adran Adfywio a Chynllunio a chyfrannu at baratoi Cynlluniau Datblygu.
7. Arwain y gwaith o baratoi'r cyflwyniadau cyllid trafndiaeth blynyddol a pharatoi ceisiadau am grantiau trafndiaeth, diogelwch ffyrdd a phriffyrdd arbennig eraill.
8. Ymgymryd ag astudiaethau dichonoldeb ar gyfer prosiectau a chynlluniau trafndiaeth a threfnu i gyflenwi'r data angenrheidiol ar gyfer prosesau arfarnu a dylunio.
9. Nodi a dadansoddi problemau priffyrdd sy'n ymwneud â thrafndiaeth a'r amgylchedd, awgrymu atebion priodol a, lle bo angen, briffio a chydgyssylltu ag ymgynghorwyr/arbenigwyr dylunio mewnol ac allanol ynghylch astudiaethau dichonoldeb a dylunio rhagarweiniol.
10. Trefnu casglu a dadansoddi data ar gyfer astudiaethau trafndiaeth a diogelwch ffyrdd yn ôl yr angen.
11. Sicrhau bod barnau'r Awdurdod Priffyrdd yn cael eu cyfleu'n glir i'r Awdurdod Cynllunio a chyrrff priodol eraill ynghylch cynigion cynllunio penodol, gan gynnwys trwyddedau gweithredwyr cerbydau nwyddau trwm.
12. Mynychu cyfarfodydd Pwyllgor Cynllunio'r Awdurdod a rhoi cyngor iddo.
13. Cynrychioli'r Awdurdod Priffyrdd mewn ymholiadau cynllunio pan fo angen.
14. Cydgysylltu â datblygwyr a darparu cyngor, er mwyn sicrhau bod priffyrdd newydd ynghylch datblygiadau yn cael eu darparu i ofynion yr Awdurdod Priffyrdd, a helpu gyda pharatoi Cytundebau Priffyrdd.
15. Cynghori ar delerau priodol cytundebau sydd i'w gwneud gyda datblygwyr o dan adrannau perthnasol Deddf Priffyrdd 1980 a gweithredu fel cleient ynghylch gwaith priffyrdd o dan gytundebau o'r fath.
16. Trefnu archwilio gwaith priffyrdd datblygwyr a chychwyn a chwblhau mabwysiadu'r rhain yn ôl yr angen.
17. Cynnal Canllaw Dylunio Priffyrdd yr Awdurdod ar gyfer Datblygiadau Preswyl a Diwydiannol.

18. Gweinyddu gweithredu'r Cod Taliadau Ymlaen Llaw i sicrhau cydymffurfio'n llawn â'r Ddeddf Priffyrdd.
19. Gweinyddu Cofrestr Cytundeb Adran 106 yr Awdurdod gan sicrhau bod arian wedi'i gasglu gan ddatblygwyr.
20. Cysylltu ag eraill a/neu briffio eraill gan gynnwys darparwyr gwasanaeth ar y cyd ynghylch effaith traffig ac astudiaethau tebyg sy'n gysylltiedig â datblygu.
21. Cynorthwyo'r gwaith o gynnal a chadw cofnodion yr Awdurdod Priffyrdd o briffyrdd mabwysiedig gan gynnwys llwybrau troed a llwybrau ceffylau.
22. Cadw cofnodion a gwneud argymhellion ar gyfer creu a mabwysiadu strydoedd preifat a lonydd cefn a gweinyddu'r Cod Gwaith Stryd Preifat lle bo'n briodol.
23. Asesu a rhoi cyngor ar safleoedd datblygu posibl sydd wedi'u hystyried o dan Gynllun Datblygu'r Cyngor.
24. Dyrannu tasgau ar gyfer asesu cynigion datblygu ac ymgymryd â mabwysiadu priffyrdd, chwiliadau a cheisiadau gwasanaeth i staff o fewn y tîm a ledled y Cyngor, yn ôl yr angen, i gwblhau tasgau o'r fath yn llwyddiannus.
25. Cynrychioli'r Awdurdod Priffyrdd i Aelodau Etholedig, Cynghorau Cymuned, y cyhoedd ac eraill ar faterion cynllunio priffyrdd.
26. Cynrychioli'r Awdurdod mewn cyfarfodydd rhanbarthol a fforymau awdurdodau lleol gan gynnwys cysylltu â Llywodraeth Cymru yn ôl yr angen.
27. Sicrhau bod gwasanaethau'n cael eu darparu mewn modd sy'n canolbwyntio ar yr Aelodau Etholedig ac sy'n canolbwyntio ar y cwsmer yn unol â pholisïau a gweithdrefnau ac amcanion strategol yr Adran, y Gyfadran a Chorfforaethol.
28. Yn gyfrifol am ofynion iechyd a diogelwch y gwasanaeth a chynnal ymwybyddiaeth lawn ohonyn nhw. Yn gyfrifol am eich diogelwch eich hun a diogelwch cydweithwyr ac eraill yn y gweithle neu'r cyhoedd yn gyffredinol wrth gyflawni dyletswyddau swyddogol.
29. Cymryd rhan yn system yr Adran ar gyfer datblygiad personol/gyrfa trwy ehangu profiad mewn swyddi, hyfforddiant a chymwysterau sy'n cael eu cydnabod yn broffesiynol.
30. Ymgymryd â'r holl ddyletswyddau yn unol â gofynion systemau Rheoli Perfformiad y Grŵp a dangosyddion perfformiad darparu gwasanaeth a thargedau ar gyfer gwelliant.
31. Datblygu eich hun a staff o fewn y tîm yn unol â gofynion corfforaethol ac yn gyson ag arweiniad gan y cyrff proffesiynol perthnasol.
32. Sicrhau monitro ac adrodd ar gydymffurfio â darpariaeth gwasanaeth a datblygu trefniadau darparu gwasanaeth i gwrdd â gofynion perfformiad newidiol.
33. Dirprwyo ar ran y Rheolwr Peirianeg Trafnidiaeth yn ôl yr angen.

PERTHNASOEDD GWEITHIO ALLWEDDOL

Aelodau Etholedig, Aelodau'r Senedd, Aelodau Seneddol a'r cyhoedd.

Cydweithwyr o fewn y grŵp, yr Adran, y Gyfadran a ledled y Cyngor.

Gweithio mewn partneriaeth â rhanddeiliaid mewnol ac allanol yn y sectorau statudol a gwirfoddol i sicrhau'r ddarpariaeth orau o wasanaethau a gwerth am arian.

Fforymau a gweithgorau cenedlaethol a rhanbarthol, gan gynnwys yr Awdurdod Trafnidiaeth Rhanbarthol, yn ôl yr angen.

CYFRIFOLDEBAU AM STAFF

Teitlau Swyddi, Niferoedd a Lefel Atebolrwydd

Cyfrifoldeb rheoli cyffredinol ar gyfer tîm o hyd at 10 o gyflogeion, gan gynnwys:

Uwch Beiriannydd
Uwch Gynllunydd Trafnidiaeth
Peiriannydd Cynorthwyol
Technegydd
Prentis

Cyfrifoldeb rheoli llinell llawn gan gynnwys disgyblu, cwyno, gwerthuso perfformiad, (Amser i Fi ac Amser i Fi a Mwy), cymeradwyo gwyliau, hawlio treuliau, cynnal cyfweiliadau dychwelyd i'r gwaith, atgyfeirio, recriwtio, dethol a sefydlu ar gyfer tîm o hyd at 5, gan gynnwys:

Uwch Beiriannydd
Uwch Gynllunydd Trafnidiaeth

CYFRIFOLDEBAU AM ADNODDAU

Cyllid, Peiriannau, Adeiladau neu Gyfarpar

Cyfrifoldeb unigol am gyfrifiadur personol/gliniadur, ffôn symudol.
Grant trafndiaeth a chyllidebau ariannu mewnol.
Cyllidebau ffioedd a thaliadau Rheoli Datblygu Priffyrdd.
Cyfraniadau Cytundeb Adran 106.

Systemau Data

Mynediad unigol a rhannu cyfrifoldeb am nifer o gronfeydd data a rhaglenni meddalwedd y Cyngor.

AMGYLCHEDD GWAITH

Swydd hyblyg yn unol â Pholisi Gweithio Ystwyth y Cyngor. Mae'r tîm yn gweithio ar sail ystwyth rhwng y swyddfa a'r cartref. Mae'r tîm yn mynychu swyddfeydd y Cyngor pan maen nhw'n cael eu gofyn i wneud hynny ar gyfer cyfarfodydd, tasgau penodol, goruchwyliaeth ac arfarniadau.

Bydd gofyn i chi ymweld â safleoedd ceisiadau cynllunio a safleoedd adeiladu datblygwyr gan gynnwys mewn tywydd garw.

Bydd gofyn i chi weithio y tu allan i oriau swyddfa arferol yn achlysurol. Er enghraifft, mynychu cyfarfodydd y Cyngor, cyfarfodydd cymunedol a chyhoeddus gyda'r nos a fydd yn cynnwys materion dadleuol.

GOFYNION YCHWANEGOL

Cyfyngiad Gwleidyddol:	Oes
Gwiriad y Gwasanaeth Datgelu a Gwahardd:	Nac oes
Gwiriad y Rhestr Wahardd:	Nac oes
Asesiad Meddygol Sylfaenol Cyn Cyflogaeth:	Nac oes
Cofrestru:	Nac oes

CYFRIFOLDEBAU CYFUNDREFNOL

Yn deall ac yn gallu dangos egwyddorion cyfrinachedd.

Yn gweithio o fewn polisiau a gweithdrefnau'r Cyngor, gan gynnwys cydnabod y ddyletswydd i ddiogelu oedolion, plant a phobl ifanc sy'n agored i niwed.

Yn deall ac yn dangos ymrwymiad i bolisiau'r Cyngor.

Yn dangos ymrwymiad i ddatblygiad personol parhaus.

Mae'r dyletswyddau a chyfrifoldebau yn anodd eu diffinio'n fanwl a gallen nhw amrywio o dro i dro heb newid natur gyffredinol y dyletswyddau neu lefel y cyfrifoldebau dan sylw. Felly, mae disgwyl i ddeiliad y swydd ymgymryd â dyletswyddau eraill yn ôl y gofyn, ar yr amod na fydd natur gyffredinol y dyletswyddau na lefel y cyfrifoldebau yn newid.

MANYLEB Y PERSON

	HANFODOL	DELFRYDOL
CYMWYSTERAU	Cymhwyster Lefel 4, 5 neu 6 perthnasol ar Fframwaith Credydau a Chymwysterau Cymru. Er enghraifft, Tystysgrif Genedlaethol Uwch (HNC) neu Radd mewn Peirianeg Sifil.	Cymhwyster proffesiynol Lefel 6 neu 7. Er enghraifft IEng, CEng.
GWYBODAETH	<p>Gwybodaeth ymarferol am y polisïau trafndiaeth sy'n newid yn gyflym gyda'r gallu i roi cynlluniau trafndiaeth integredig effeithiol a chynaliadwy ar waith.</p> <p>Gwybodaeth dechnegol gyfoes am reoli datblygu priffyrdd a chytundebau priffyrdd.</p>	Gwybodaeth am ddeddfwriaeth a chanllawiau'r Awdurdod o ran Draenio Cynaliadwy.
SGILIAU	<p>Yn gallu arwain, ysgogi, monitro a rhoi arweiniad i eraill o fewn y tîm ar faterion technegol, gan gynnwys rhai o natur nad yw'n arferol.</p> <p>Yn gallu dangos ymrwymiad i ddarparu ansawdd uchel o reoli perfformiad a gofal cwsmeriaid o fewn amgylchedd cost effeithiol ac effeithlon.</p> <p>Yn gallu gwneud penderfyniadau ariannol a thechnegol cadarn o ddydd i ddydd a gallu perswadio eraill i ystyried atebion amgen pan fo angen.</p> <p>Yn gallu cyfathrebu yn effeithiol a chyd-dynnu'n dda ag eraill o fewn y gweithle a gyda staff mewn rhannau eraill o'r Cyngor a sefydliadau allanol.</p> <p>Negodwr effeithiol i sicrhau canlyniadau priodol i randdeiliaid.</p> <p>Y gallu i weithio ar eich menter eich hun a bod yn hunan-gymhellol i gyflawni llwyddiant personol a sefydliadol mesuradwy.</p>	<p>Profiad o ddefnyddio gweithdrefnau sicrhau ansawdd.</p> <p>Profiad o gymryd rhan mewn gweithgorau amlddisgyblaethol ac aml-sefydliadol.</p> <p>Profiad o hyfforddi a datblygu staff.</p> <p>Sgiliau Cymraeg.</p>

	HANFODOL	DELFRYDOL
	<p>Yn gallu cyrraedd terfynau amser a thargedau.</p> <p>Yn gallu i flaenoriaethu llwyth gwaith a fydd yn sicrhau bod nifer o amcanion heriol yn cael eu cwblhau mewn modd amserol.</p> <p>Yn gallu cymhathu gwybodaeth a gwneud penderfyniadau cadarn i gyflawni canlyniadau cadarnhaol.</p>	
PROFIAD	<p>Profiad perthnasol sylweddol o ddatblygu a gweithredu strategaethau trafnidiaeth.</p> <p>Profiad o reoli tîm peirianeg dechnegol.</p> <p>Profiad o reoli cyllidebau.</p>	<p>Profiad o'r cysylltu a negodi sy'n digwydd gyda datblygwyr a'u hymgynghorwyr ar agweddau peirianeg priffyrdd a thraffig ar eu cynigion datblygu.</p> <p>Rhywfaint o brofiad o roi cyngor i Bwyllgor Awdurdod Cynllunio a darparu tystiolaeth mewn ymchwiliad cyhoeddus.</p>
ARALL	<p>Trwydded yrru llawn Categori B (Ceir) y DU a defnydd o gerbyd modur wedi'i yswirio at ddibenion busnes/gwaith i deithio ledled y Fwrdeistref Sirol i fynychu cyfarfodydd/cynnal gwaith yn y Fwrdeistref Sirol a thu allan iddi.</p> <p>Yn frwd dros gadw at safonau, gwerthfawrogi creadigrwydd a meddu ar ymagwedd ddadansoddol at bob mater.</p> <p>Ymrwymiad i ddarparu gwelliant parhaus.</p> <p>Ymrwymiad i ofal cwsmeriaid.</p> <p>Ymagwedd hyblyg tuag at oriau gwaith.</p>	

AWDURDODI'R SWYDD

PENNAETH GWASANAETH:	Marcus Lloyd	DYDDIAD:	26/07/2023
RHEOLWR:	Clive Campbell	DYDDIAD:	26/07/2023
ADNODDAU DYNOL:	Janine Harrington	DYDDIAD:	26/07/2023

ADOLYGU'R SWYDD

SWYDDOG:		DYDDIAD:	
SWYDDOG:		DYDDIAD:	
SWYDDOG:		DYDDIAD:	

Job Description and Person Specification



POST IDENTIFICATION

Post Title:	Principal Engineer
Job Evaluation ID:	1277EN
Grade:	12
Directorate:	Economy and Environment
Division:	Infrastructure
Section:	Transport Strategy and Development Control
Location:	Tredomen House
Responsible to:	Transportation Engineering Manager

JOB PURPOSE

Lead and manage the Transport Strategy and Development Control team to engage in transportation in the context of the Council's Transport Strategy, to protect the integrity of the Council's highway network from the activities of developers and protect the Council from liabilities arising from inadequately constructed new roads or highway improvements provided by developers.

KEY RESULT AREAS

Day-to-day responsibility for:

1. Technical guidance, progress and task completion.
2. Effective and prudent budget and finance control.
3. Health and safety.
4. Staff development and training.
5. Achievement of high levels of performance against legislative and service delivery targets.
6. Contribute to Group, Division, Directorate and Corporate activities.
7. Maintaining up to date knowledge of key factors within the Service (eg changing legislation, working practices etc).
8. Responsibility through the Transportation Engineering Manager, for the provision of effective management of the Council's Transport Strategy and Development Control services.

DETAILED TASK PROFILE

1. Lead and manage the team in accordance with the strategic and operational policies and strategies and contribute to the Infrastructure Division's Service Plan.
2. Identify needs, develop delivery programmes and monitor delivery and financial control for transport strategy and road safety schemes across the County Borough.
3. Prepare, implement and monitor transport policies and strategies.
4. Work on all aspects of regional transport planning and participate in regional groups/forums (in particular the Regional Transport Authority) as required.
5. Act as the client manager for specific transport capital engineering projects and schemes and consultancy services. This includes competent financial management and control.
6. Contribute to and liaise with the Regeneration and Planning Division in respect of the preparation of Development Plans.
7. Lead on the preparation of the annual transport funding submissions and prepare applications for other special transport, road safety and highway grants.
8. Undertake feasibility studies for transport projects and schemes and arrange for the supply of data necessary for appraisal and design processes.
9. Identify and analyse highway problems relating to transportation and the environment and suggest appropriate solutions and, where necessary, brief and liaise with internal and external design consultants/specialists in connection with feasibility and preliminary design studies.
10. Organise data collection and analysis for transport and road safety studies as required.
11. Ensure that the views of the Highway Authority are clearly relayed to the Planning Authority and other appropriate bodies in relation to specific planning proposals, including HGV operators' licences.
12. Attend meetings of and provide advice to the Authority's Planning Committee.
13. Represent the Highway Authority at planning inquiries when required.
14. Liaise with and provide advice to developers to ensure that new highways associated with developments are provided to the Highway Authority's requirements.
15. Advise on appropriate terms of agreements to be entered into with developers under relevant sections of the Highways Act 1980 and act as client in respect of highway works under such agreements.
16. Arrange for the inspection of developers' highway works and initiate and complete adoption of these as necessary.
17. Maintain the Authority's Highway Design Guide for Residential and Industrial Development.
18. Administer the implementation of the Advance Payments Code to ensure full compliance with the Highways Act.

19. Administer the Authority's Section 106 Agreement Register ensuring collection of monies have been received from developers.
20. Liaise with and/or brief others including joint service providers in respect of traffic impact and similar studies associated with development.
21. Support the maintenance of the Highway Authority's records of adopted highways including footpaths and bridleways.
22. Keep records for and make recommendations on the making up and adoption of private streets and back lanes and administer, where appropriate, the Private Streetworks Code.
23. Assess and provide advice on potential development sites considered under the Council's Development Plan.
24. Allocate tasks for the assessment of development proposals and undertake highway adoptions, searches and service requests to staff within the team and across the Council as necessary to successfully complete such tasks.
25. Represent the Highway Authority to Elected Members, Community Councils, the public and others on highway planning matters.
26. Represent the Authority at regional meetings and local authority forums to include liaison with Welsh Government as and when necessary.
27. Ensure services are delivered in an Elected Member and customer focused manner in accordance with the Divisional, Directorate and Corporate policies and procedures and strategic objectives.
28. Responsible for and maintain full awareness of the health and safety requirements of the service and responsible for own safety and that of colleagues and others within the workplace or the public generally when undertaking official duties.
29. Participate in the Division's system for personal/career development through broadening job experience, training and professionally recognised qualifications.
30. Undertake all duties in accordance with the requirements of the Group Performance Management systems and service delivery performance indicators and targets for improvement.
31. Develop self and staff within the team in accordance with corporate requirements and consistent with guidance from the relevant professional bodies.
32. Ensure monitoring and reporting of service provision compliance and the development of service delivery arrangements to meet changing performance requirements.
33. Deputise for the Transportation Engineering Manager as required.

KEY WORKING RELATIONSHIPS

Elected Members, Members of the Senedd, Members of Parliament and the general public.

Colleagues within the group, Division, Directorate and across the Council.

Partnership working with internal and external stakeholders in the statutory and voluntary sectors to maximise service delivery and value for money.

National and regional forums and working groups, including the Regional Transport Authority, as required.

RESPONSIBILITIES FOR STAFF

Post Titles, Numbers and Level of Accountability

Overall management responsibility for a team of up to 10 employees, including:

Senior Engineer.
Senior Transport Planner.
Assistant Engineer.
Technician.
Apprentice.

Full line management responsibility including disciplinary, grievances, performance appraisal (My Time and My Time Extra), approving leave, expense claims, conducting return to work interviews, referrals, recruitment, selection and induction for up to 5 employees, including:

Senior Engineer.
Senior Transport Planner.

RESPONSIBILITIES FOR RESOURCES

Financial; Plant; Buildings or Equipment

Sole responsibility for a pc/laptop, mobile phone.
Transport grant and internal funding budgets.
Highway Development Control fees and charges budgets.
Section 106 Agreement contributions.

Data Systems

Sole access and shared responsibility for a number of Council databases and software programmes.

WORKING ENVIRONMENT

Flexible post in accordance with the Council's Agile Working Policy. The team work on an agile basis between the office and home. The team attend the Council offices when asked to do so for meetings, specific tasks, supervision and appraisals.

Required to visit planning application sites and developer construction sites including in inclement weather.

Occasional requirement to work outside of normal office hours. For example attendance at evening Council, community and public meetings which will involve contentious issues.

ADDITIONAL REQUIREMENTS

Politically Restricted:	Yes
Disclosure and Barring Service Check:	No
Barred List Check:	No
Baseline Pre Employment Medical Assessment:	No
Registration:	No

ORGANISATIONAL RESPONSIBILITIES

Understands and demonstrates the principles of confidentiality.

Work within the policies and procedures of the Council including recognising the duty to protect vulnerable adults, children and young people.

Understands and demonstrates commitment to the Council's policies.

Demonstrate commitment to ongoing personal development.

The duties and responsibilities are difficult to define in detail and may vary from time to time without changing the general character of the duties or level of responsibilities entailed. The post-holder is therefore expected to undertake such other duties as may be requested provided the general character of the duties or level of responsibility does not change.

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
QUALIFICATIONS	Relevant Level 4, 5 or 6 qualification on the Credit and Qualifications Framework for Wales (CQFW). For example HNC or Degree in Civil Engineering.	Level 6 or 7 professional qualification. For example IEng, CEng.
KNOWLEDGE	<p>Practical knowledge of the rapidly changing transportation policies with the ability to implement effective, sustainable integrated transport plans.</p> <p>Sound and up to date technical knowledge related to highway development control and highway agreements.</p>	Knowledge of Sustainable Drainage and Sustainable drainage Authority legislation and guidance.
SKILLS	<p>Able to lead, motivate, monitor and give guidance to others within the team on financial and technical matters including some of a non-routine nature.</p> <p>Able to demonstrate a commitment to delivering a high quality of performance management and customer care within a cost effective and efficient environment.</p> <p>Able to make sound financial and technical decisions on a day-to-day basis and be able to persuade others to review alternatives when required.</p> <p>Able to communicate effectively with and relate well to others within the workplace and with relevant staff in other parts of the Council and external organisations.</p> <p>Effective negotiator to ensure appropriate outcomes for stakeholders.</p> <p>Ability to work under own initiative and be motivated to achieve measurable personal and organisational success.</p>	<p>Experience in the use of quality assurance type procedures.</p> <p>Experience of participation in multi-disciplinary and multi organisational working groups.</p> <p>Experience of staff training and development.</p> <p>Welsh language skills.</p>

	ESSENTIAL	DESIRABLE
	<p>Able to meet deadlines and targets.</p> <p>Ability to prioritise workload that will ensure that many challenging objectives are completed in a timely manner.</p> <p>Able to assimilate information and make sound decisions to achieve positive outcomes.</p>	
EXPERIENCE	<p>Significant relevant experience developing and implementing in transport strategies.</p> <p>Experience of managing a technical engineering team.</p> <p>Experience of managing budgets.</p>	<p>Experience of the liaison and negotiation undertaken with developers and their consultants on the highway engineering and traffic aspects of their development proposals.</p> <p>Some experience of providing advice to a Planning Authority Committee and the provision of evidence at a public inquiry.</p>
OTHER	<p>Full UK Category B (Cars) driving licence and the use of a motor vehicle insured for business / work purposes to travel throughout the borough to attend meetings / undertake work within and outside the county borough.</p> <p>Passionate about adherence to standards, value creativity and have an analytical approach to all matters.</p> <p>Commitment to the provision of continual improvement.</p> <p>Commitment to customer care.</p> <p>Flexible approach to working hours.</p>	

POST AUTHORISATION

HEAD OF SERVICE:	Marcus Lloyd	DATE:	26/07/2023
MANAGER:	Clive Campbell	DATE:	26/07/2023
HR:	Janine Harrington	DATE:	26/07/2023

POST REVIEW

OFFICER:		DATE:	
OFFICER:		DATE:	
OFFICER:		DATE:	