

<b>Post title</b>	<b>Skilled Roadworker</b>
<b>Division / Section</b>	<b>Roads Operations/roads and Transport Infrastructure/ Place Management</b>
<b>Department</b>	<b>Place</b>
<b>Responsible To</b>	<b>Team Leader</b>
<b>Number of post holders</b>	<b>72</b>
<b>Acting up/ Secondment</b>	<b>N/A</b>

### **Purpose of Job**

To work, as part of a team, delivering a comprehensive construction and maintenance service for roads, footways, drainage and other associated works, including work of an emergency nature on behalf of Roads Operations.

### **MAJOR TASKS/JOB ACTIVITIES**

The post holder will set out and work to precise lines and levels, whilst carrying out a range of tasks associated with the construction and maintenance of roads and pavements under the direction of the Team Leader. These include all activities associated with: hard landscaping work; bituminous surfacing work; drainage work: gully cleaning and jetting work; road marking and coloured surfacing work; traffic signal installation work; sign & pole erection and removal; street furniture maintenance; and depot duties.

The post holder will carry out specialist tasks, including the driving and / or operation of heavy / complex plant and equipment requiring specialist skills. This includes: the operation of complex vehicles (i.e. in size, or of unusual or awkward shape or with devices other than those for forward / reverse motion) e.g. road finishers (pavers), 180° back hoe excavators, 360° excavators, chipping machines, cold-planing machines, tele-handlers and 10 tonne rollers; and towing with LGV vehicles (over 7.5 tonnes).

The post holder will deputise for Team Leader, as required.

### **Supervision and Management of People (Numbers and type of staff)**

The post holder will assist the Team Leader in the training and development of Trainee Roadworkers , including the provision of on-site support and advice to improve specific skills. The post holder will also provide advice to other Roads Operations staff.

### **Creativity and Innovation**

The post holder will: work well individually or as part of a team; monitor local conditions and assess requirements for work methods, equipment, tools and materials to be amended in line with work requirements and recommend changes if required; monitor the performance of vehicles, tools and equipment and recommend solutions if problems arise; use initiative to report a failure of equipment;

amend traffic management layouts to suit local conditions; and support continuous improvement by suggesting amendments to work methods to suit local conditions to the Team Leader.

The post holder will; use initiative to deviate from planned work when site conditions require or in the event of an emergency; monitor work methods and identify potential improvements to improve efficiency and effectiveness; identify innovative methods for the laying of surface materials to precise levels to ensure the correct alignment of roads and pavements for drainage, disabled access, etc. whilst allowing for street furniture and other surface obstructions; monitor the operation of complex vehicles, identifying problems and carrying out diagnostic tests to establish whether the problem can be resolved on-site; and liaise with plant manufacturer's engineers to identify appropriate solutions to problems with plant operation. Any deviations from planned work will be brought to the attention of the Team Leader.

### **Contacts and Relationships**

The post holder will have contact with: Roads Operations Team Leaders and managers (for the programming of work, specification of new equipment, maintenance of equipment, etc.); internal / external clients (for the co-ordination of work and on-site amendments and provision of advice); material suppliers (taking delivery of materials and checking the quality of materials supplied); emergency services (for the co-ordination of traffic control measures for events and emergencies); vehicle and plant hire companies (taking delivery of / returning vehicles and plant items); plant manufacturer's representatives (identification and resolution of plant operation problems); and members of the public to provide information and advice on planned and programmed works.

### **Decisions (Discretion)**

The post holder will: identify the need for, and estimate the amount of, additional work on site; identify the need to deviate from planned work in an emergency; interpret information on works instructions and drawings and transfer setting out information to site; assess the suitability of work methods, equipment, tools and materials to be amended in line with work requirements and recommend changes if required; assess when it is appropriate to apply salt to roads and pavements (spot treatment) and recommend changes if required; assess the requirement to adjust the level of street furniture items to tie-in with adjoining surface levels and recommend changes if required; assist the Team Leader with customer care issues, ensuring that works are carried out with consideration to the needs of residents, businesses and the travelling public; and assist with the resolution of complaints, conflicts or disputes.

The post holder will; know the limitations of any complex vehicle under their control and identify these to their line manager; understand the dimensions of large complex vehicles (including abnormal loads) and plan the travelling route to site to avoid bridge structures (clearance and weight restrictions); understand the dimensions of large complex vehicles and operate safely on site.

### **Decisions (Consequences)**

The decisions of the post holder will ensure that work is undertaken in a safe and timely manner to minimise the impact on road and pavement users, to maximise the rate of return, provide customer satisfaction and achieve performance targets.

### **Resources**

The post holder is responsible for the safe use, safekeeping and cleanliness of vehicles valued at up to £185K. The range of items includes stone cutting saws (at £500), loader compressors (at £40K), 7.5T

tipper/gritter/cranes (at £75K), LGV lorries (at £100K), gully cleaning vehicles (at £125K) and road finishers (at £185K). The frequency of use depends on the requirements of the job and would most likely be daily.

The post holder is also responsible for plant, tools, PPE and, where applicable, IT equipment (including mobile communications equipment). They are fully responsible for the safe keeping, monitoring and replenishment of these resources. The value of IT equipment is approximately £500.

The post holder is required to complete vehicle check sheets and vehicle defect book, standby sheets and job sheets.

The frequency of use depends on the requirements of the job and would most likely be daily.

### **Environment – Work Demands**

The post holder will work as part of a team delivering planned programmes of work to tight deadlines. The service may be rescheduled as necessary to accommodate emergency works, variations, changes in weather conditions, etc.

The post holder will be required to work in different teams, to different Team Leaders and on a number of sites throughout the City of Edinburgh. After suitable induction training, the post holder will work under the leadership and direction of the Team Leader.

The post holder is required to operate complex vehicles on multiple sites across the city, moving between sites to suit changes in work requirements and priorities.

### **Environment – Physical**

The post holder must be physically fit and able to undertake a range of manual handling tasks.

The post holder will be required to work in awkward positions including bending, climbing, working alongside large construction plant, working in flooded locations and alongside fast flowing water (during emergency flood protection work) and working in live traffic (during the erection of traffic management measures).

The post holder will: operate road surfacing equipment (pavers and chipping machines) using the highly technical electronic equipment for controlling material thicknesses and levels; operate road excavation equipment (180° and 360° Excavators) in open spaces and on public roads including in unusually difficult or confined conditions (e.g. construction sites) requiring manoeuvring skills and judgements; understand the requirements for securing heavy / complex plant to trailers and demonstrate competency to secure equipment for movement by a low loader; and demonstrate considerable precision when laying road maintenance materials.

The post holder will be required to work at height (using ladders or hydraulic platforms) and work with large materials (signs and poles).

### **Environment – Working conditions**

The post holder is required to work on sites that are dirty and noisy environments. Personal protective equipment will be issued to reduce the effect of dirt and noise.

The post holder is required to work: outside in all weather conditions (100%); at any and all times of the day or night (100%); adjacent to live traffic (90%); and occasionally alongside fast flowing water (10%).

In emergency situations, the post holder is required to attend the aftermath of road traffic accidents to make the area safe and remove debris.

The post holder is required to participate in the standby arrangements.

### **Environment – Work Context**

The post holder is required to remain vigilant at all times to ensure work is undertaken on a safe and efficient manner.

The hazards faced by the post holder include: working in live traffic and on high speed roads (daily); working alongside buried and overhead cables and services (daily); working with large construction plant items (daily); driving non-LGV vehicles in extreme weather conditions (daily during the winter months); working with hazardous materials (daily); working with noisy equipment (daily); working in flooded locations and alongside fast flowing water (monthly); working in severe adverse weather (weekly); working with vibrating and cutting equipment (e.g. pneumatic breakers and stone cutting equipment) (daily); being subject to verbal abuse from unhappy and aggressive members of the public (weekly); and removal of discarded sharp objects (contaminated needles when hand cleaning gullies) after receiving appropriate training (weekly).

The post holder is required to work long hours (including during periods of severe weather) especially when undertaking standby duties.

### **Knowledge and Skills**

The post holder must have experience in road maintenance and construction and the operation of a range of LGV and non-LGV vehicles, mobile elevated working platforms, vehicle mounted cranes and a range of power (and non-powered) hand tools.

The post holder is required to consistently produce work of a very high standard, at a high productivity output level.

The post holder must be in possession of a current driving licence at all times (preferably Category C or C1). LGV drivers must be in possession of the appropriate current LGV licence at all times.

The post holder is required to have good numeracy and literacy skills and must have achieved or be working towards the achievement of SVQ Level 2 in Highway Maintenance.

### **Health and Safety**

The Council must abide by relevant health & safety and employment law, as well as the common law duty of care. All members of staff are required to take care for their personal health and safety and that of others who may be affected by their actions or inactions. You are therefore required to carry out your duties in a safe manner in accordance with instructions and in compliance with safety rules/procedures, regulations and codes of practice. You are required to advise your line manager if you become aware of any unsafe practice or condition or if you have any other safety concerns and should comply with accident and near-miss reporting procedures.

If you supervise, manage or lead other staff, you are also responsible for ensuring that the Council's operations are carried out in such a way that ensures, so far as is reasonably practicable, the health, safety

and welfare of those staff and that of any others who may be affected. You will therefore conduct relevant risk assessments and assign duties with appropriate instructions, in compliance with safety rules/procedures, regulations and codes of practice. You will address and/or escalate any issues of any unsafe practice, condition or any other safety concerns you identify or that are brought to your attention, taking appropriate advice as necessary and will ensure that accident and near-miss reporting procedures are understood and complied with.

**Organisation Structure**

*(attach structure - specific to area of operation).*