

HIGHWAYS INSPECTOR (SAFETY)

Role Profile



Title	Highways Inspector (Safety)	
Grade	GRADE E	
Reference:	N480a28318	
Reports to:	Highways Maintenance Manager	
Work style Definition	Mobile worker	
Job Type:	Semi Professional	
Primary purpose of role	To undertake statutory inspections on the public highway in line with the Highways Act 1980, the code of practice and other relevant legislation. Assess and record defects identified or reported. Gather evidence and report all unsafe or illegal works carried out on the network and carry out follow up inspections.	
Key accountabilities and key measures	Role outcomes <ul style="list-style-type: none"> Undertake routine and reactive highway safety inspections in line with Plymouth City Council's Highway Inspection Policy (90%). Undertake any other highway inspections as directed by the Senior Highway Engineer (which can also include New Roads and Street Works Act (NRSWA) inspections) (10%). 	Role measures <ul style="list-style-type: none"> Complete inspections within time frames. Accurately record findings of the inspections. Keeping up to date with all current Safe Systems of Work.
Key activities	<ul style="list-style-type: none"> Undertake walked and driven safety inspections in accordance with the inspection programme (45%). Minimise risk of claims and litigation opportunities by fully documenting all observations from site visits/investigations and ensuring appropriate actions are taken (30%). Provide resilience to the Network Management team by undertaking NRSWA inspections as required (10%). Collect asset information to build network intelligence (5%). Initiate enforcement action should there be a breach against policies, procedures and relevant statutes and provide supporting information when required relating to defence of third party accident claims, which may, on occasion, require court attendance (5%). Ensure complaints and requests for service are completed to within agreed time frames (5%). Carry out other duties appropriate to the grade of the post. 	

Essential qualifications/ knowledge	<ul style="list-style-type: none"> Prepared to undertake appropriate qualifications and accreditations in safety inspections, such as Level 2 City & Guilds or a Lantra approved course and achieve accreditation within 6 months. A full driving licence.
Desirable qualifications/ knowledge	<ul style="list-style-type: none"> Qualification in Temporary Traffic Management design for rural and urban environments (National Highway Sector Scheme I2D Module 7). Working knowledge of NEC3 TMC (New Engineering Contract 3 Term Maintenance Contract) contract (Schedule of Rates, Service Information, Specifications and Method of Measurements). Working knowledge of The Highways Act 1980. Working knowledge of Yotta's Mayrise mobile applications (Highways and Streetworks). Trained in Sector I2D, T7 or undertaken a previous Chapter 8 accreditation. Qualification in NRSWA such as Streetworks Operative or Streetworks Supervisor. Knowledge of asset products and materials commonly used across the network. Construction Skills Certification Scheme (CSCS) card.
Essential experience	<ul style="list-style-type: none"> Reasonable experience of highway operations. Proven ability to adapt to changes in legislation and policy.
Desirable experience	<ul style="list-style-type: none"> Previous experience of NRSWA inspections. Practical highway maintenance experience in, but not limited to surfacing, kerbing, drainage, lines and signs.
Essential skills	<ul style="list-style-type: none"> Effective and adaptable written and verbal communication skills. Demonstrable computer literacy. Ability to work on own initiative as an individual and as part of a team. Good organisation skills and ability to work methodically and effectively. Ability to develop good working relationships with other members of staff and external agencies. Commitment to a high standard of customer care. Flexibility and ability to work under pressure and outside normal work patterns when the demand arises. Ability to work within Corporate Policies. Be fit and able to undertake on-site inspections and assessments.
Corporate standards <ul style="list-style-type: none"> In accordance with Council policies and guidance on information management and security, it is your personal responsibility for data protection, client confidentiality and information governance. Act at all times in accordance with appropriate legislation and regulations, codes of practice, the provisions of the Council's constitution and its policies and procedures. Work within the requirements of the Council's Health and Safety policy, performance standards, safe systems of work and procedures. Undertake all duties with due regard to the corporate equalities policy and relevant legislation. 	