



SWINDON
BOROUGH COUNCIL

Role Profile

Job Title: Senior Traffic Engineer	Role Profile Number: SBC_10189
Grade: 8 Salary:	Date Prepared:
Directorate/Group: Inclusive Economy & Sustainability	Reporting to: Traffic Management & Road Safety Manager
Structure Chart attached:	

Job Purpose

- To work as part of the Traffic Management & Road Safety team providing safe and effective management of Swindon's highway network
- To contribute to the identification, prioritisation and management of traffic management and road safety improvements in accordance with council policy and statutory requirements.

Key Accountabilities

- Be responsible for the management of the AccsMap accident database and analyse accident records to make recommendations for engineering and/or education-based safety improvements
- Research, investigate and report collision patterns relating to types of road user, location etc identifying trends and making comparisons with national and regional trends
- Design, review and oversee implementation of traffic management and road safety improvement measures/schemes
- Design, review and oversee implementation of traffic regulation orders relating to any safety schemes or where required.
- Liaise as necessary with the Police and other emergency services in the investigation and analysis of road traffic incidents, contributing to fatal road traffic collision investigations when necessary
- Act as Project Sponsor or Project Manager as appropriate to ensure the effective procurement and delivery of traffic management and road safety improvement measures/schemes
- Lead Project meetings with internal and external stakeholders
- Manage and co-ordinate projects providing project status updates for Project Board and other stakeholders

- Manage project budgets and be responsible for the delivery of projects to the agreed budget
- Co-ordinate public consultations and public relations regarding projects
- Act as a single point of contact for stakeholders and external agencies concerning the progress of specific projects
- Prepare written and verbal reports to Project Board and Cabinet Member or committees as required
- Investigate reports from the Police, the general public, Elected Members etc. relating to highway and traffic safety and identify potential safety improvement measures/schemes
- Contribute to the development of strategic Highways & Transport plans and other corporate documents and their policies and strategies
- Commission traffic surveys in order to build up, in conjunction with accident data, an information database against which traffic management and road safety improvement schemes can be prioritised
- Undertake site surveys and arrange safety audits of highway schemes
- Deputise for the Traffic Management & Road Safety Manager when required.
- To assist the Traffic Management & Road Safety Manager in the recruitment and selection process when required.

Supplementary Accountabilities

- Contribute to the development of procedures to consistently review and prioritise requests for action from Members of Parliament, Elected Members, Parish Councils, Residents Associations and others in line with an agreed model
- Contribute to the preparation and on-going monitoring of the programme of works for traffic management and road safety improvement measures/schemes
- Provide advice and guidance to other departments within the Council and external clients on matters relating to traffic management and road safety
- Prepare risk assessments and support the Traffic Management & Road Safety Manager and team members to have the necessary training and act in accordance with H&S regulations
- Be responsible for client and/or designer CDM requirements.
- Ability to travel for meetings and site visits, ability to drive.
- To engage and provide training, mentoring and development of staff where required.
- Co-operating with the Council to enable it to comply with its statutory duties for health and safety including working in accordance with training or instructions given, make proper use of any personal protective equipment provided.
- Undertake responsibilities relating to your position as detailed within the Directorate Health and Safety Policy.
- Comply with Data Protection and Freedom of Information regulations and take reasonable care to ensure that personal data is only recorded, transferred and disclosed in accordance with Council procedures.
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Knowledge & Experience

Candidates must have substantial knowledge and experience in the following areas of business and will be required to provide evidence of this:

Minimum

- Good interpersonal skills, incorporating a cheerful, friendly and outgoing approach to people
- Computer literate (Microsoft Office)
- Extensive experience in the use of design software AutoCAD and affiliated software.
- Proven track record in the design and implementation of traffic management schemes
- Ability to promote excellent customer service giving high priority to customer satisfaction
- Excellent written and verbal communication skills with the ability to present complex data using a variety of forms/media
- A proven track record of project leadership and giving direction to a project team
- Ability to effectively manage resources to deliver key outcomes

Preferred

- Detailed knowledge of using specialist systems in this field including AccsMap and Parkmap, or equivalents
- Extensive experience of collision investigation and formulation of road safety measures.
- Membership of an appropriate professional body.
- Experience in managing budgets.
- Knowledge of Traffic Signs Directions and General Directions 2016 & subsequent amendments & the Traffic Signs Manuals chapters 1- 8
- New Roads and Streetworks Legislation.
- Road Traffic Regulation Act 1984,
- Highways Act 1980
- Traffic Management Act 2004
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Qualifications

Minimum

- HND/HNC or equivalent or compensatory experience in traffic or transport/civil engineering.

Preferred

- RoSPA certificate in Road Safety Engineering.

Decision Making

- Experience in taking measured risks appropriate to the value added to the potential outcome

Contacts and Relationships

- Written and verbal reports to Senior Officers, Elected Members, on all projects
- Regular contact with all stakeholders concerning the projects including general public, press, Ward Members and external agencies
- Support the Head of Service, Service Manager – Transport Planning & Traffic Management and Traffic Management & Road Safety Manager to formulate and adopt suitable communication strategies with Government agencies, Group Director, Member of Parliament, Cabinet and Lead Members as required

Other Key Features of the role

- Investigating road safety accidents that could have resulted in fatalities or serious injury
- Debate with members of the public that may lead to abuse and/or aggression
- Working in trafficked roads
- Occasional lone working
- Mix of office and site-based work
- Regular evening meetings
- Good negotiating skills
- Flexible and responsive