# PCCLogo-Landscape

# EMPLOYEE

## SPECIFICATION

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| **Directorate: ENVIRONMENT AND PROPERTY** | | **Section: ENGINEERING** | |
| **Post No:**  EPEN01002 | **Designation:**  **ASSISTANT ENGINEER** | | **Grade: 8** |

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| **Qualification:**  **D** Appropriate Construction/Civil Engineering-related qualification – BTEC, HND, HNC or equivalent  **D** Membership of a relevant professional institute/institution – e.g. ICE (Institution of Civil Engineers) |
| **Knowledge/Skills/Abilities:**  **E** Good communication skills  **E** General Civil Engineering/Construction knowledge  **E** Ability to supervise staff and develop rapport with other team members  **E** Ability to make effective use of resources and to plan and prioritise workload on both reactive and  planned projects  **D** Knowledge of Health & Safety legislation  **D** Ability to use computers (e.g. Word, spreadsheets & databases)  **D** Knowledge of the maintenance of highway infrastructure  **D** Knowledge of procurement, tendering and contract management  **D** Knowledge of budget management and preparation |
| **Experience:**  **D** Experience in the supervision of contractors  **D** Experience in construction project management, including the commissioning of contractors & suppliers **D** Experience of minor highway related design schemes **D** Experience of implementing Health and Safety Law **D** Experience in Traffic Regulation Orders **D** Experience of working with Utilities and statutory bodies **D** Experience in managing resources within the Engineering Services field **D** Experience of finance/budgetary control and project based reporting **D** Experience of investigating flooding issues |
| **Special Requirement:**  **E** Full driving licence  **D** Available for call-outs in emergency situations  **D** Available for occasional evening and weekend duties |
| NB E Essential  D Desirable  Date Produced: May 2023 |