



**Senior Engineer,
Design & Construction
(Highways & Environmental Services)
Vacancy Information Pack**

Advert Details

Job Title: Senior Engineer - Design & Construction

Location: Based in Bodelwyddan / Remote home working

(travel throughout the county of Denbighshire is vital within this role)

Salary: Grade 11, £45,718 – £49,764 per annum

Hours: 37 per week

Contract: Permanent

If you would like to discuss any aspect of this post, please contact Andy Clark on 01824 712140.

Recruitment timeline	
Closing date:	2 nd April 2025
Interview date:	To be confirmed
Start date:	As soon as practical

How to Apply?

To apply for this exciting vacancy, please complete our online application form via the website: www.denbighshire.gov.uk/work-for-us

Please outline on your application form how you meet all the essential criteria for this position within your supporting statement.

We reserve the right to close this vacancy early if we receive sufficient applications for the role. Therefore, if you are interested, please submit your application as early as possible.

For alternative methods of applying please contact HR on 01824 706200.

Candidates must complete our application form to be considered. We regret that we are unable to reply to all applications. If you have not received a reply within three weeks of the closing date, you must assume that you have not been short listed for interview.

Equalities

Denbighshire County Council is a Disability Confident Employer and is committed to Equal Opportunities and Welsh Language Standards. We welcome applications made in the Welsh Language. Any applications made in the Welsh Language will not be treated less favourably than any submitted in English.



Candidate information

This is a unique chance to join a dynamic and progressive team in a forward thinking authority.

The Works Unit is part of the Highways and Environmental Services of Denbighshire County Council and has an outstanding reputation for delivering many diverse civil engineering projects within the County but mainly improvement and safety schemes on Denbighshire County Highways and Trunk Roads across North East Wales.

Applications are sought from experienced Civil and Highways Senior Engineers looking to further their careers in engineering. Applicants must possess recognised qualifications in highways/civil engineering related disciplines, together with recent extensive post qualification experience in the design, supervision and project management of highway/Infrastructure improvement schemes.



What makes Denbighshire County Council a great place to work?

We believe the hard work and commitment of our staff should be properly rewarded, so we offer a range of benefits to help our employees achieve a work/life balance, develop in their career, and we support them in their work.

- Flexible and agile working opportunities
- Generous annual leave entitlement starting at 26 days (plus bank holidays) rising with length of service to a total of 32 days
- Local Government Pension Scheme
- Focus on Employee Wellbeing and access to EAP (Employee Assistance Programme)
- Lifestyle Savings via DCC Rewards Direct (high street shopping, holidays, days out etc)
- Car salary sacrifice scheme and car leasing scheme
- Family friendly policies

To view the full list of benefits we offer, please visit our website:

www.denbighshire.gov.uk/pay-and-benefits

Job Description

Job Title: Senior Engineer - Design & Construction

Grade: Grade 11, £45,718 - £49,764 per annum

Service: Highways & Environmental Services

Service Area: Works Unit Group

Responsible to: Works Unit Manager

Job ID Number / Date Issued: 04203 / May 2022

Welsh Language Category: Welsh language skills are not necessary

Job Purpose

To undertake engineering services within Highways and Environmental Services to achieve the cost effective, efficient implementation of the varied activities within the Works Unit Group including the successful implementation of the Trunk and County Highways Capital Programme, and County Improvement and Regeneration schemes.

Principle Accountabilities and Responsibilities

Research, plan, develop and manage all stages of each design commission to ensure compliance with required standards, specifications and checking procedures and all work accords with the relevant legislation (including Health and Safety) and to manage, supervise and direct staff to ensure that the programmed work is achieved within the agreed time scale and budget. Liaise with internal and external Clients including suppliers and contractors and partner authorities, to progress negotiations in respect of all aspects of project delivery.

Manage, supervise and monitor Framework Consultants in relation to Trunk Road and County commissions to ensure compliance with the required standards, specifications and checking procedures and all work packages accord with the relevant legislation (including Health and Safety) and manage each sub-consultant commission to ensure compliance with the brief, programme and budget.

Manage, supervise, direct and monitor directly appointed team members throughout all stages of design commissions to ensure compliance with required standards specifications and checking procedures and all work accords with the relevant legislation (including Health and Safety) and to ensure that each project is completed within the agreed timescale and budget.

Regularly liaise with Welsh Government Officers or their Agents in relation to each Trunk Road design commission awarded to Denbighshire via the North & Mid Wales Trunk Road Agent's (NMWTRA) Project Management System (PMS), to determine, develop and implement the Client requirements and to ensure proper discharge of the County Council's responsibility as the Major Projects Group of the North & Mid Wales Trunk Road Partnership (which includes the Counties of Anglesey, Ceredigion, Conwy, Denbighshire, Flintshire,

Gwynedd, Powys and Wrexham) and that the needs of Welsh Government are met. To tender for commissions, monitor and update each commission on the PMS regularly to ensure the Client is appraised of progress and that Denbighshire is in receipt of the requisite fees. Attend regular meetings with NMWTRA and Welsh Government to assess progress and performance to engage them in the development of key projects and to ensure projects are shaped to meet the policy objectives for the relevant grants, as much as possible.

Represent the Client (either NMWTRA on behalf of Welsh Government or the Head of Highways and Environmental Services – depending upon the commission) as Engineer / Project Manager / Supervisor on Civil Engineering contracts and on their behalf oversee and supervise contracts to ensure that all engineering, legal, contractual, administrative, and financial matters are carried out in accordance with the contract documents. Duties will include the issuing of project managers' instructions, dealing with claims, agreeing the valuation / assessment of revised work / compensation events, processing interim valuation / assessment and final account / assessment and ensuring compliance with the CDM Regulations (where applicable).

When required, represent the Client as a Technical Expert at exhibitions, local Public Inquiries, Magistrates Courts, tribunals and the like.

To manage the individual scheme budgets within the Works Unit to ensure the viability of the operation and to ensure that the business unit makes a surplus.

Be responsible for monitoring directly appointed team members' weekly completion of the Works Units' electronic time management package used to inform project cost reports and to ensure the viability of the Works Unit business unit.

Monitor and review work to ensure that it is in accordance with the Quality Management System of the Highways and Environmental Department.

Monitor, review and update the sections of the Highways and Environmental Department's Quality Management System applicable to the Works Unit Group.

Undertake quarterly Staff 1-2-1 Development Reviews for directly appointed team members'.

Develop and promote the work of the Works Unit Group to ensure customer satisfaction.

Deputise for the Works Unit Manager as required.

Resources/Equipment/Material

The Group has a large number of staff comprising of Senior Engineers, Engineers and Technicians and In-House consultants or external private consultants depending on the work content and work load of projects. Combined value of projects is estimated to be between £5 to 15m. The post holder will typically be involved with schemes of between £5,000 and £10m in value.

Finance: Assist in managing Welsh Government's 5 year £50 - £100m Trunk Road Capital

Programme for North Wales. Assist in the implementation of the County Highways Programme. Assist in the implementation of grant funded renewal and regeneration budgets.

Statistics: There are typically in excess of 10 Welsh Government Trunk Road schemes and up to 5 County schemes under design, or being constructed at any one time.

Supervision/Management of People

Direct: Supervision of up to 3 Engineers / Technicians, shared supervision for up to 2 Engineers / Technicians.

Indirect: Supervision of Consultants and Suppliers and/or In-house or external consultants depending upon work content. Supervision of Contractors during construction and maintenance which will vary depending on the size of the schemes in progress. Potentially up to 20 operatives.

Special working conditions

The post holder may be subject to conflicting demands and unavoidable interruptions requiring re-prioritisation of work and work subject to deadlines involving challenging problems, circumstances or demand.

The post holder is mostly office-based but with regular site visits to roadside locations and live construction works. There will also be times when the post holder will be site based during larger construction projects and improvement schemes.

Applicants should be available to work unsociable hours in emergency or planned situations and be physically able to visit construction sites, sometimes in isolated and difficult locations.

Knowledge, Skills, Training and Experience

The post holder must have a degree in Civil Engineering or be willing to work towards gaining a qualification in a related discipline.

The post holder should hold either a CEEQUAL or CDM Principal Designer qualification.

The post holder should be able to demonstrate excellent Project Management skills, a Project Management qualification or Membership of APM (or similar approved) would be desirable. The post holder should also have extensive knowledge of the construction industry, particularly heavy and/or municipal civil engineering, materials and techniques, and broad experience of construction sites. The ability to deal diplomatically and effectively with a wide range of people and situations is essential.

The post holder should have significant relevant experience of programme/project delivery in an engineering/construction environment.

Excellent supervision and communication skills, a team player and a firm leader of project

teams.

The post holder must possess a recognised qualification in highway/civil engineering or hold another relevant professional qualification such as CDM Principal Designer, together with extensive recent experience in the design, supervision and project management of highway / infrastructure improvement schemes.

The post holder will need to be in frequent contact with the Lead Member, elected members, Communication and Marketing team and senior management to proactively and effectively manage projects and the associated issues. The ability to communicate diplomatically and effectively with Elected Members, Senior Managers, Clients, Consultants and Contractors in a professional and technical or non-technical capacity is essential. The post holder should have an empathy with the Welsh language and culture.

Employment Checks/ Specific Requirements

All new starters are required to undergo our standard safer recruitment checks:
2 satisfactory references covering 3 years employment, evidence of essential qualifications, evidence of Right to Work in the UK.

Denbighshire County Council recognises its obligations to safeguard children and adults together with preventing slavery and human trafficking and will do all in its power to prevent slavery and human trafficking within its business. Modern slavery can take many forms including the trafficking of people, forced labour, servitude and slavery.

Safeguarding is everyone's business and all Denbighshire employees are required to work in accordance with the Council's Child / Adult Safeguarding policies and procedures and have a duty to report any concerns which may be noted during the course of their duties and are asked to be alert to the signs of exploitation. Concerns should be raised via their Designated Safeguarding Manager in order that the Council can take prompt action when exploitation is identified.

Vision/context

To plan, manage and carry out feasibility studies, detailed design, contract preparation and site supervision of any Trunk Road or County work commission. Contribute to the development of overall policies and the objectives of the Works Unit Group to ensure the Section's efficient operation. The post provides a vital role in providing essential support to the Highways and NMWTRA Capital Programs at a site level, to ensure the desired quality of construction & maintenance works and best value is achieved.

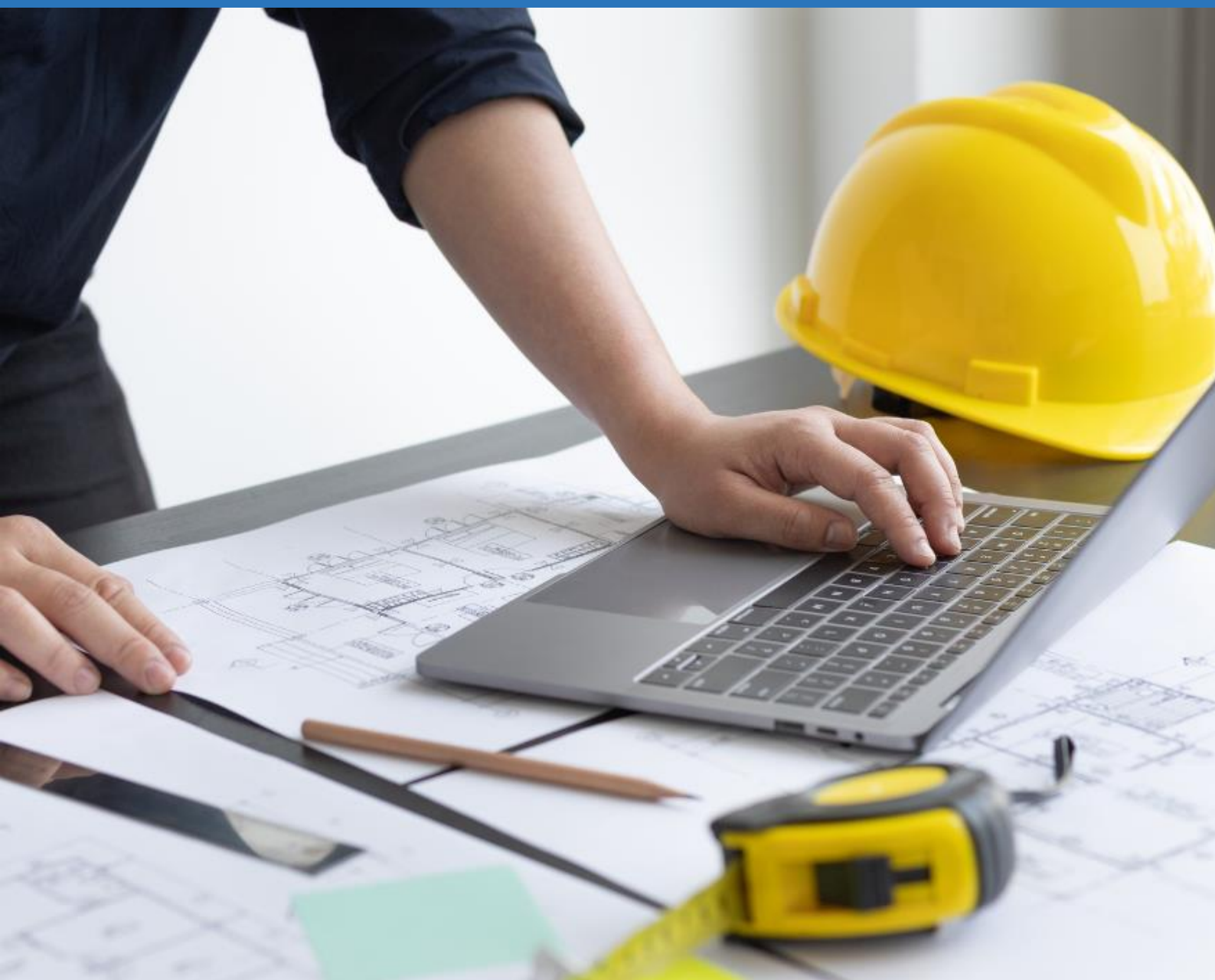
The post holder will take a lead role in designing, managing, supervising and prioritising works; and will have the capacity, vision and autonomy to advise and recommend changes to projects and significant improvement schemes in response to evolving circumstances to the key stakeholders and funding providers. This will involve the implementation and development of new standards, which will significantly impact on future maintenance and associated working practices, involving multiple stakeholders such as NMWTRA, Welsh Government and Denbighshire County Council.

Person Specification

The Person Specification sets out the skills, knowledge and experience that are considered to be necessary to carry out the duties of the post effectively. It will be used in the short-listing and interview process for this post. You should demonstrate on your application form how you meet these criteria as you will only be shortlisted if you meet all of the essential criteria (and desirable criteria where applicable).

	Essential criteria	Desirable criteria	Method of Assessment (App form / Interview / Quas)
1. Qualifications	<p>The post holder must have a degree in Civil Engineering or be willing work towards gaining a qualification in a related discipline or equivalent qualification and extensive relevant post qualification experience.</p> <p>Recognised professional qualification such as CDM Principal Designer/Health and Safety/Quality Management.</p>	<p>Incorporated or Chartered Engineer status with relevant Professional Body.</p> <p>Project Management qualification or Membership of APM (or similar approved).</p>	<p>Application Form</p> <p>Certificate</p>
2. Relevant Experience	<p>Applicants should be able to demonstrate excellent Project Management skills.</p> <p>Experience of CDM Regulations 2015 including role of the CDM Principal Designer.</p> <p>Experience of the NEC4 ECC suite of Contracts and contract documentation preparation.</p> <p>Experience of managing external contractors, consultants and suppliers.</p>	<p>Knowledge of Autodesk's Vehicle Tracking and Autodesk's KeySoft's suite of programmes (KeySign, KeyPost & KeyLines).</p> <p>Knowledge of MicroDrainage (or similar drainage design package).</p> <p>Working within Frameworks.</p> <p>Familiarity with Local Authority Grant funding arrangements.</p> <p>Experience of working to an accredited Quality Management System.</p> <p>Familiar with alternative procurement methods (e.g. Sell2Wales or eTenderWales).</p> <p>Use of Bentley InRoads, AutoCAD in both 2D and 3D and/or Civil3D.</p>	<p>Application Form</p> <p>Interview</p> <p>Reference</p>

3. Knowledge & Skills	<p>The post holder should have significant experience in the design of highway / Infrastructure improvement schemes.</p> <p>Familiar with all sections of the Manual of Contract Documents for Highway Works.</p>	<p>Preparing bids for future work.</p> <p>Attendance at Public Inquiry's / meetings.</p> <p>Direct contact / liaison with NMWTRA / WG / DCC officers (perhaps Cllrs).</p> <p>Familiar with the Welsh Government's Active Travel Act Guidance.</p>	<p>Application Form</p> <p>Interview</p> <p>Presentation</p>
4. Personal Qualities	<p>Adaptability and flexibility in delivering complex projects in a complex and changing environment.</p> <p>The post holder will need to have excellent negotiation skills and the ability to deal with difficult and contentious issues or individuals in a calm and professional manner.</p>		<p>Application Form</p> <p>Interview</p> <p>Presentation</p> <p>Reference</p>
5. Any Other Requirements	<p>Current full driving licence and ability to use own vehicle or an Authority vehicle to attend sites throughout the County, or across North Wales.</p> <p>Empathy with the Welsh language and culture.</p>	<p>Ability to communicate through the medium of Welsh.</p>	<p>Application Form</p> <p>Interview</p>



Thank you for your interest

Denbighshire County Council

Website: www.denbighshire.gov.uk

Facebook: [DenbighshireCountyCouncil](https://www.facebook.com/DenbighshireCountyCouncil)

Twitter: [@DenbighshireCC](https://twitter.com/DenbighshireCC)

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