

## Highway Inspector

### Join us – Make a difference to our communities

West Sussex County Council's (WSCC) Highway Agreements Team is responsible for the delivery of Section 278 and 38 Highway Agreements. We have a vacancy for a Highway Inspector, come and join us!

### About the Job

Responsible for a geographical area, you will undertake inspections of works at all stages of construction to ensure they are done safely to specification. Reviewing traffic management plans, works programme and method statements to ensure works are undertaken efficiently by the contractor and ensuring that works are carried out correctly. The role will require on going physical effort, for site inspections of works and involve considerable exposure to sites with noise, dust and traffic hazards and outdoor work in all weathers.

### What you'll need to succeed

Able to organise your own workload, travel independently across your area and with excellent communication skills, including the ability to exchange information with contractors/developers/members of the public. Skilled in matrix managing contractors/developers and able to resolve and monitor issues. Excellent numeracy and literacy skills including written communication are key to the role, as you will have to compile clear and concise reports.

### Job Details

<b>Grade:</b>	Grade 10
<b>Directorate Group:</b>	Highways and Transport
<b>Location:</b>	County Hall, Chichester

## Person Specification (These will be used as the shortlisting criteria)

### Key skills

1. Thorough practical and theoretical knowledge of highway construction materials and techniques and knowledge of new road construction.
2. Excellent communication skills.
3. Skilled in matrix managing contractors/developers.
4. Ability to anticipate and identify problems.
5. Excellent proven written communication skills.

### Qualifications and/or experience

- A degree in engineering/related discipline, or an equivalent qualification, for example, HNC/ONC in Civil Engineering, or relevant experience.
- New Roads and Street-Works Supervision Qualification.
- Construction Skills Certification Scheme Accreditation.
- Full driving licence in order to carry out driven inspections.
- Significant experience of Highways construction demonstrating a high level of technical /theoretical knowledge or application over a range of scenarios.

## Key Responsibilities

Enforcing relevant legislation, ensuring that no illegal works are carried out and that schemes run safely and effectively. Where obstructions are found, take action. Using judgement to escalate more serious infringements, including initiating legal action.

Supervision of Assistant Inspectors, with responsibility for a geographic area and matrix manage contractors.

Plan the routine inspections of all live sites, in a given geographic area, to be carried out at appropriate frequencies.

To produce thorough, written reports following inspections, ensuring that all relevant factors are recorded. To maintain records of inspections with care as they can be called upon by a number of external bodies for review.

To be accountable for decisions made about the condition of the works at the time of an inspection. To become actively involved in legal proceedings by liaising with solicitors and/or attending court as necessary on behalf of WSCC regarding accident claims.

To deliver a professional, customer focused service, ensuring the maintenance and safety of the highways, dealing with a range of long and short-term problems, and delivering pragmatic and resource efficient solutions.

Develop longer term solutions to prevent recurring problems occurring and advise colleagues and contractors on alternative solutions when they present recurring problems.

## Our Values

Our values are the base of every job role within West Sussex County Council and underpin the way we do things here. They demonstrate how we work and interact with each other, our customers and our partners on a daily basis and our selection processes are reflective of this. For further details visit the jobs pages of our website.

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