

Highways Systems Manager

Join us – Make a difference in our communities

Are you a systems expert with experience in the development and management of IT systems? Would you like to join Highways and Transport within West Sussex County Council, supporting the development and management of IT systems enabling works delivery in a busy team?

About the Job

You will be managing Highway Systems, working with internal clients and contractors to ensure IT solutions are maintained, developed, administered and configured to produce performance management reports and valuable business information. Responsible for supervising the Technician alongside managing suppliers and consultants. Providing professional advice and guidance; dealing with complex professional and technical issues you will be supporting the maintenance and development of professional practice across the service within the specialist field.

What you'll need to succeed

Excellent IT skills and knowledge of relevant specialist software and significant experience in a related transport or infrastructure environment or equivalent of managing systems, able to produce business plans and reports as necessary and analyse a range of data. With excellent written and verbal communication skills, you will be able to forward plan make effective judgements to continually develop and review the effectiveness of service and staff meeting objectives and deadlines. You will need to be able to travel around the County independently.

Job Details

Grade:	Grade 11
Directorate Group:	Highways and Transport
Location:	Drayton Depot, Oving

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

Key skills

1. Knowledge of the client/customer base to support the project management of transport schemes, proposals and processes.
2. Knowledge of relevant legislation i.e. Highways Acts.
3. Excellent written and verbal communication skills, able to produce reports.
4. Excellent IT skills, including knowledge of Microsoft and relevant specialist software where appropriate e.g. TRICS, Linsig, Confirm.
5. Effective people management skills.

Qualifications and/or experience

- Degree, or equivalent qualification or experience, in relevant subject demonstrating a high level of applied knowledge in researching, analysing and evaluating arguments and information.
- Significant experience in a related transport or infrastructure environment, or an equivalent area e.g. planning and procurement experience. Experience of being responsible for income generation or expenditure from a large budget.

Key Responsibilities

Supporting the development and management of IT systems that enable works delivery. Accurately diagnose varied, complex problems and produce a range of possible solutions, i.e.: technical problems associated with engineering schemes, through the application of this knowledge able to articulate and advise accordingly.

Accountable for expenditures of up to £150,000 from a set budget, including briefing and supervising consultants, appointing contractors, approving works orders and ordering equipment.

Develop positive working relationships with internal and external clients liaising with a range of groups and organisations in order to present proposals/provide specialist advice. Able to influence decision making and articulate alternative views in a positive constructive way.

Produce business/team plans and reports as necessary, analyse service data, and be able to convey this information as part of the performance management system.

Recognise opportunities for change, challenging constructively accepted ways of working. Be receptive to new ways of working, fostering an environment where change is encouraged. Act as a role model for change.

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.

JD Code: PA55

December 2018

