

JOB PROFILE

Post Title: Roadworker - Grade F

Key Post No: IRM053

Outline of Duties:

The Roadworker will carry out operations in connection with the construction and maintenance of roads and footways under the direction of a supervisor. The post holder will have experience of excavations in live carriageways, dealing with utilities, safety in the workplace and traffic control measures.

These tasks will include but are not restricted to:

- Operating small plant and equipment
- Driving trucks
- Completing timesheets and site paperwork.
- Undertaking heavy labouring activities eg. Hand excavations, concreting etc.
- Working to line and level.
- Ensuring the safety of the workplace and the public.
- Winter Maintenance Duties. This will involve working out with normal hours and at weekends as required.
- Any other duties as appropriate in connection with the delivery of a roads service.

Your level of responsibility

- Undertaking a wide range of general practical tasks and situations where some judgement is required.
- Working either independently or in a squad or group.
- Demonstrating a knowledge of specialist tools and equipment and using these effectively and safely.

PERSON SPECIFICATION

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This person specification describes the values and attributes of a suitable candidate for our role. Through the recruitment and selection process, we shall be looking for evidence that you understand, share and can demonstrate our values and possess the essential attributes.

Our Values

In Shetland Islands Council, **excellent service** is at the heart of everything we do. We provide **excellent service** by **taking personal responsibility** and **working well together**. We demonstrate this by;

1. Providing an excellent level of service, by making sure we understand, meet and manage our service users' needs.
2. Having a positive attitude and taking our responsibilities as employees of the council seriously. Working in an open and honest way, reflecting on our performance and looking for opportunities to improve and develop.
3. Demonstrating a positive attitude by being open-minded, fair, respectful, trustworthy and honest.

For more detailed information on the Council's values, please visit the Shetland Islands Council's website and search for 'Our Values'.

Additional post specific attributes are set out below;

	ESSENTIAL	DESIRABLE
<u>Personal features / Qualities</u>	Reliable. Physically fit and able to undertake heavy labouring activity including the manual lifting of loads. The ability to learn new skills or operating procedures if required. Able to work outside in all weathers. Able to work alone or as part of a team. Self-disciplined and able to work to deadlines.	Flexible. Willingness to work additional hours as required.

Able to assume responsibility for own actions.

Relevant
experience

Minimum of three years relevant experience working for a contractor utilising some of the skills outlined in the job profile.

Experience of the use and operation of construction plant.

Experience of road surfacing operations and plant.

Experience at Kerb-laying, flag and block laying, drain laying, fencing and walling.

Education

Possession of an appropriate N/SVQ2 or equivalent qualification

Possession of an appropriate CSCS Card

Qualified operative under the New Roads and Street-works Act.

Risk assessment training

Successfully completed; Health and Safety training.

Manual handling training

First aid training

Skills Abilities and
knowledge

Full current driving licence.

Willingness to undertake HGV qualification.

Ability to locate and identify underground services.

Use and operation of powered tools and equipment.

Good understanding of temporary signing, lighting and guarding of roadworks.

Ability to work to precise levels.

Able to read and understand a drawing showing the road layout and underground services.

Basic understanding of temporary signing, lighting and guarding of roadworks.

Understanding of Health and Safety in the workplace including COSHH.

Knowledge of working with road construction materials.

Allowances:

Evaluated Grade: F /

Date of Evaluation: 14/09/09

Date of Last Amendment: 27/03/2013

Updated for Single Status: 14/09/09