COMHAIRLE NAN EILEAN SIAR

JOB DESCRIPTION

Job Title:	Roadworker	**Job Number:**	Various
Department:	Depute Chief Executive's	**Grade:**	D
Location:	Stornoway	**Date:**	October 2026
Responsible To:	Chief Officer, Assets and Infrastructure; in the first instance to the Lewis Roads Foreperson		

Job Purpose

Covering mainly Lewis but also Western Isles area as required. To assist with the delivery of the Roads and Winter Maintenance Service for the public roads network and other Comhairle owned infrastructure. Working as part of a team or individually, the post holder will be required to carry out various road maintenance duties. The postholder will be required to operate, check and clean various items of specialist plant and equipment in the course of the duties associated with the post. The postholder will also be required to drive HGV and non-HGV vehicles. An HGV Cat C driving licence is desirable but not essential as training will be given to the successful candidate subject to passing the necessary medical assessment.

The postholder will be required to complete necessary daily paper and digital records, periodically manage other personnel and liaise with the public as necessary.

Duties will require the post holder to work flexibly as part of a standby rota, which will attract an additional payment. There will also be opportunities to work additional overtime hours assisting with the delivery of winter maintenance and other road related services such as surface dressing, road marking, general maintenance, oil spill response, severe weather and road traffic collision support etc.

Duties

1. To be fully aware off and undertake all tasks where appropriate in accordance with the Safety at Street Works and Road Works, Code of Practice'.
2. Interpret utility drawings, mark sites for the avoidance of utility plant, set out works.
3. Vehicle and plant daily checks, cleaning of mechanical vehicles, mechanical equipment and completing records associated with post holder duties.
4. Carry out Winter Road Inspections and driving of HGV or Non-HGV Winter and Roads Maintenance vehicles.
5. Operate specialist road maintenance mechanical plant such as road patching and surface dressing equipment or mechanical excavator.
6. Undertake bitmac surface patching, concrete works, kerbing, drainage and ditching, cattlegrid repair, verge works.
7. Erection and maintenance of road traffic signs, vehicle restraint barriers, pedestrian barriers, bus shelters.
8. Operate road marking equipment.

9. Deploy and manage oil spill response equipment.
10. Clean Comhairle pier and slipway infrastructure.
11. Participate in delivery of roads emergency service provision, including out of hours standby as required.
12. Working as part of a team and liaising with the public to support the service needs.

General Accountabilities

1. To ensure that all information received and disseminated, whether verbal, written or electronic concerning all employees, prospective employees or service users is treated in the strictest confidence and that all such information held is regulated and controlled in a similar manner in compliance with Data Protection legislation.
2. To ensure compliance with Standing Orders and Financial Regulations of the Comhairle.
3. To ensure that all duties and responsibilities are performed in a safe manner so that no risk to health and safety arises to yourself, any other employee or member of the public.
4. As the Comhairle is committed to the effective management of risk, it is the responsibility of all employees to carry out their duties and responsibilities with adequate regard for Risk Management as outlined within the Comhairle's Risk Management Policy.
5. To comply with the Comhairle's Equal Opportunity Policy in Service Delivery and Employment, thereby promoting a fair and quality service to all.
6. To keep under review your own development needs. Learning needs should be discussed and determined at your annual Performance Appraisal and you will be required to undertake training as identified and as appropriate and required for the effective performance of the duties of the post.
7. Any other duties or responsibilities that may need to be allocated from time to time to ensure the efficiency of the service.



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PERSON SPECIFICATION

This form lists the essential and desirable criteria required. Applicants will be leeted on the basis of meeting the criteria. Please ensure you complete your application form considering the criteria below.

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CRITERIA	ESSENTIAL	DESIRABLE
Knowledge	E1. Knowledge of Health and Safety at Work. (CSCS Card or equivalent experience) E2. Knowledge of local road network.	D1. Experience in winter maintenance operations as a Gritter operator/driver. D2. Knowledge and understanding relating to operation of HGV vehicles.
Skills and Abilities	E3. Good communication skills – oral and written. E4. Ability to be professional and work in an organised manner individually or as part of a team, using own initiative to achieve work deadlines. E5. Good record keeping- paper and/or digital. E6. Current full, unrestricted, UK driving licence.	D3. Knowledge and understanding relating to small mechanical plant operations. D4. Basic Smartphone and IT Skills. D5. First Aid Knowledge. D6. Category C HGV Licence. D7. Driver CPC Card.
Education and Experience	E7. Willingness and ability to undertake further training to meet job requirements. E8. Experience of mechanical plant/Tool operation. E9. Road construction / maintenance experience or previous recent practical work experience with the ability to quickly learn and adapt to new skills.	D8. Relevant training qualifications including manual handling, Abrasive wheels, Banksman, SVQ. D9. Mechanical Excavator qualification and experience e.g. CPCS/NPORS.
Other Factors	E10. Available to work flexibly including standby rota and overtime hours at short notice to meet the job requirements. E11. Able to work in an outside environment.	D10. Street Works SWQR Certificate. D11. Knowledge of Gaelic and/or commitment to learning the language.