

# Job description

|                                  |                     |
|----------------------------------|---------------------|
| <b>Job title:</b>                | Road Worker Level 1 |
| <b>Grade:</b>                    | Grade 5 + 3 LMIs*   |
| <b>Job evaluation reference:</b> | NE511               |
| <b>Job family:</b>               | Natural Environment |

*\* Where Labour Market Increments (LMIs) apply, these will be reviewed on a regular basis in line with the Labour Market Adjustment Scheme.*

## Purpose and impact

### Under supervision and with safety as paramount:

1. Assist with a variety of maintenance and construction tasks in the delivery of highway schemes.
2. The requirement to operate powered plant and vehicles.
3. To respond to in hours and out of hours callouts as an active part of a regular out of hours rota.

## Key responsibilities

### Under supervision and with safety as paramount:

1. Erect appropriate traffic management to safely carry out works.
2. Follow the DC permit scheme regulations.
3. Use, maintain and be responsible for ICT equipment, powered plant, hand tools and personal protective equipment.
4. Safely operate and maintain powered plant and vehicles when trained and competent to do so. This includes completion of vehicle checks, prompt reporting of defects and ensuring it is kept clean and roadworthy.
5. Read, understand, and action all relevant H & S documentation including risk assessments, method statements and site safety inductions.
6. Undertake the maintenance and construction of the highway including drainage operations, carriageway repairs, street furniture repairs and other works as directed by your supervisor.
7. Complete paperwork within prescribed timescales.
8. Follow all relevant procedures such as, but not limited to, the Health & Safety at Work Act, Road Traffic Act, Permit Scheme and Dorset Council Policies and Procedures.
9. Follow the behaviours of Dorset Council, ensuring professional, polite and courteous behaviour at all times.
10. Complete any other duties commensurate to the grading of this post. Duties may vary from time to time without changing their general character and may be of a less skilled nature.

NB: The duties and responsibilities of this post are not restrictive, and the post holder may be required on occasion to undertake other duties. This will not substantially change the nature of the post.



## Supervision and management

Reporting to: This post reports to the Construction Delivery Manager or delegated Site Supervisor

Responsibility for: No line management or supervisory responsibility

## Other factors

You will:

4. Be responsible for physical and financial resources e.g:
  - Small items of hand tools up to the value of £5,000.
  - Maintaining a works vehicle and adhering to Dorset Council driving policies.
5. Be exposed to the elements on a daily basis.
6. Be in contact with the public with a risk of challenging or abusive behaviour.
7. Actively participate in the emergency (24 hour) call out rota where exposure to disagreeable sights is common. This will involve unsociable working hours.
8. Be required to obtain a relevant LGV licence, winter service qualification and chain saw qualification within 24 months of recruitment.
9. Be involved in considerable physical activity.
10. Be expected to work anywhere in the county of Dorset subject to business need.
11. Complete a 6-month probation period.
12. Be required to actively participate in the out of hours LGV rota when licenced to do so.
13. Be required to actively participate in the non-LGV rota. Have access to (either driving or passenger) a works vehicle during works hours or when on standby for out of hours. Access to a works vehicle at any other time is at the discretion of the management.
14. Occasionally be asked to work overtime. This is not mandatory. Overtime is worked to manage peaks in workload and is at the discretion of the manager.

## Progression in post

There are 5 levels of Road Worker. For Level 2, 3, 4 & 5 see the advancement requirements as set out for Knowledge and Experience within the relevant Person Specification.

Progression and appointment into the Roadworker Level 2 / Grade 7 post may be possible after a minimum of 12 months experience working at Roadworker Level 1 and will be dependent on the post holder demonstrating that they meet the relevant criteria on the Roadworker Level 2 job description and person specification.

Progression and appointment into Roadworker Levels 3, 4 and 5 will be dependent on the relevant business needs/requirement, the post holder meeting the relevant criteria on the job description and person specification and there being a position available within the service area.

## Our values

Our values act as guiding principles, defining what we believe is important in the ways we work together. Our values are Respect, Together, Accountability, Openness and Curiosity. You will need to be able to demonstrate these values in action through the way you work, regardless of your role within the organisation. Information about our values can be found on our website.



# Person specification

Your application will be assessed based on your demonstration of how you fulfil the following criteria; you should include clear examples of how you meet these criteria within your application form and during the assessment process. We'll also use references to confirm that you meet the criteria for this role.

## Essential

Essential criteria are the minimum requirement for the above post and will be assessed through a combination of your application form, assessment, interview and references (as specified below). We will require evidence of the qualifications, training or registrations listed below.

| <b>Qualifications, training or registrations</b><br>Required by law or essential to the performance of the role or both               | <b>Assessed through:</b>      |
|---|-------------------------------|
| 1. Full UK manual driving licence   | Application form              |
| 2. A commitment to obtain an LGV licence within 24 months unless exceptional circumstances apply                                      | Application form              |
| 3. A commitment to obtain a chainsaw operators qualification within 24 months unless exceptional circumstances apply                  | Application form              |
| <b>Experience</b>   |                               |
| 4. Experience in highway works or similar demanding manual role   | Application form              |
| 5. Able to interpret and act on oral instructions   | Application form              |
| <b>Knowledge, skills and abilities</b>  |                               |
| 6. An appreciation of traffic management layouts  | Interview<br>Assessment       |
| 7. The ability to work as part of a team  | Interview<br>Assessment       |
| 8. An awareness of working in the public domain   | Interview<br>Assessment       |
| 9. An ability to work to strict deadlines   | Interview<br>Assessment       |
| 10. An appreciation of Health and Safety legislation  | Interview<br>Assessment       |
| 11. An ability to operate standard ICT equipment such as a handheld device and/or smart phone   | Interview<br>Assessment       |
| <b>Our values</b>   |                               |
| 12. Respect   | Interview<br>Assessment       |
| 13. Together  | Interview<br>Assessment       |
| 14. Accountability  | Interview<br>Assessment       |
| 15. Openness  | Interview<br>Assessment       |
| 16. Curiosity   | Interview<br>Assessment       |
| <b>Other</b>  |                               |
| 17. Be prepared to work in all weather conditions   | Interview                     |
| 18. Suitable and sufficient training will be provided relevant to the post. All staff will commit to attending the required training. | Application form<br>Interview |



|  |                               |
|--|-------------------------------|
| 19. The post holder will be responsible for PPE and relevant equipment as supplied   | Interview                     |
| 20. The ability to fulfil the travel requirements of the post and work the required hours at any designated site or scheme within the county | Application form<br>Interview |

## Desirable

Desirable criteria will be used in the event of multiple applicants meeting the minimum essential requirements and if applicable, will be assessed through a combination of your application form, assessment, interview and references (as specified below). If you meet the desirable criteria, we will require evidence of the qualifications, training or registrations listed below.

| Qualifications, training or registrations   | Assessed through:       |
|---|-------------------------|
| 21. National Vocational Qualification (NVQ) 2, or equivalent in Highway Maintenance | Application form        |
| 22. Chapter 8 qualification such as Lantra 12D M1,M2                                | Application form        |
| 23. CSCS Card   | Application form        |
| 24. First Aid training  | Application form        |
| <b>Experience</b>   |                         |
| 25. Experience of working on an out of hours rota                                   | Application form        |
| <b>Knowledge, skills and abilities</b>  |                         |
| 26. Safe and proper use of road signs (Chapter 8)                                   | Interview<br>Assessment |
| 27. NPTC certificate in chainsaw operations   | Interview<br>Assessment |
| 28. LGV licence   | Interview<br>Assessment |
| 29. Ability to work on own initiative   | Interview<br>Assessment |
| <b>Other</b>  |                         |
| 30. Ability to manage own workload and that of others                               | Interview<br>Assessment |

## Approval

Manager's job title: Senior Construction Delivery Manager

Date: August 2024

