

# Highways Operative – Grade 4 - 6

## Job purpose

At Kirklees we want to be innovative and creative in the way we work to deliver our services to our communities. We know we have challenging times ahead, so we are always looking for better and smarter ways to work.

The post of Highways Operative is responsible for providing effective construction and maintenance services that are high quality, value for money and have a positive impact on the lives of our customers. This is a career graded post and your duties and level of responsibility will vary according to the grade and demonstration of required standards. You will be expected to demonstrate commitment to develop your skills and experience and Technical knowledge. Our performance management arrangements will support you.

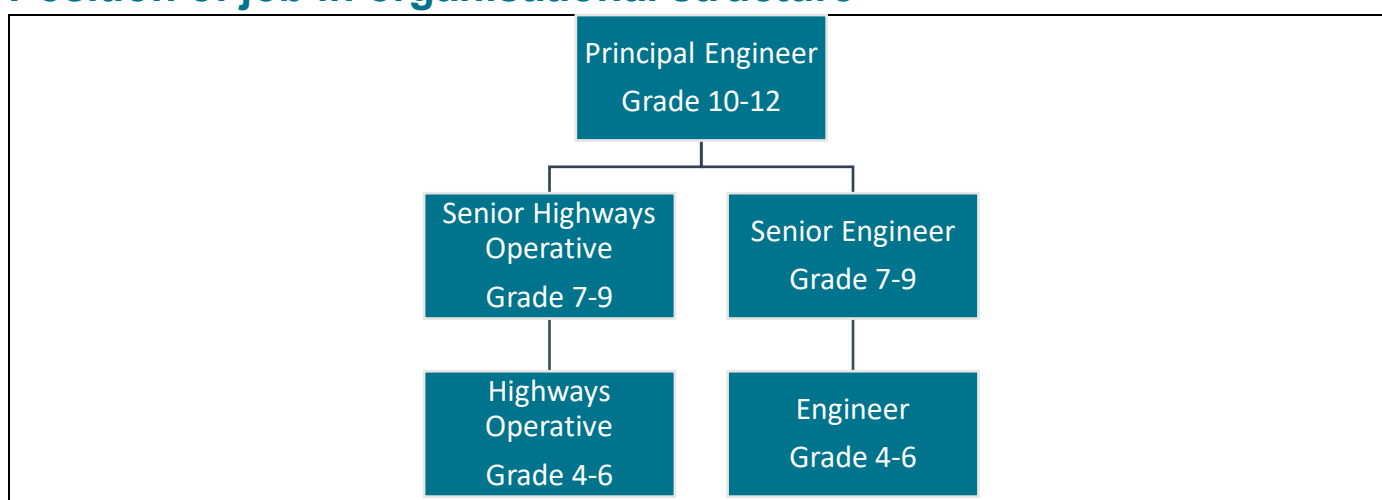
This role is based within Environment & Climate Change. Find out more about [working for Kirklees](#).

## Key areas of responsibility

- You will be responsible for providing effective maintenance and development of the Kirklees road network that improve the lives of customers.
- The Service uses several working patterns including seasonal hours and evening/night hours that may include working weekends and Bank Holidays.
- This work will include pothole repairs, mason repairs, carriageway repairs; paving; carriageway and footway reconstruction; safety schemes; regeneration schemes; electrical work; signing; road marking; street lighting; weed control; drainage; joinery; walling and winter maintenance duties, responsibilities and hours of work will be allocated to meet the needs of the Service.
- Your role of Highways Operative is physically demanding and involves bending, lifting, carrying and walking on a regular basis. You will work outside in all types of weather conditions. You will also participate in other emergency duties. To carry out your duties effectively you will need to be proactive in your approach and you will be required to liaise with supporting staff across the Service, other Council departments, Councillors and external organisations and agencies and members of the public, providing a courteous, helpful, confidential and responsive service.
- You will also be required to participate in meetings.
- Contribute to, and deliver within budget, an efficient and responsive service to meet the needs of customers, the Service and political priorities.
- Work with internal and external partners including businesses, communities, the voluntary sector, councillors, other council services and our own staff.
- Proactively develop, sustain and promote a positive internal and external image of the Service when dealing with customers and partners.
- Support the management and development of the Service to help it deliver its own and corporate priorities.

- Improve services provided through business/process re-design and effective project management.
- Undertake work safely in line with Health and Safety procedures, operators guidance and service arrangements in place to minimise risk  
Report any accidents, faults or repair needs promptly.
- Ensure arrangements for security are followed.
- Take part in training and development. If this includes Large Goods Vehicle and Driver Certificate of Professional Competence training, then you will be required to take part in Winter Maintenance duties outside normal working hours.

## Position of job in organisational structure



## Employee Specification

Knowledge, qualifications, skills and experience	Shortlisting criteria
NVQ level 2 G39/authorisation NRASWA or previous relevant experience.	Essential
Experience of operating basic tools, equipment, machinery and plant	Essential
Experience of assisting in one or more of the below: 1) Laying of flags or other modular paving. 2) Building of walls. 3) Laying and compaction of a range of coated and uncoated materials to specification. 4) Erecting, maintaining and dismantling various highways street furniture, equipment and signs. 5) Laying out of road marking materials. 6) Fabricating, welding, joining and installation of metal street furniture. 7) Controlling obstructive plants, weeds, shrubs and leaves on the highway and areas adjacent to it.	Essential

<b>Knowledge, qualifications, skills and experience</b>	<b>Shortlisting criteria</b>
8) Testing of both 'live' and 'dead' circuits.	
Knowledge of health and safety and risk issues in the workplace.	Essential
Whether undertaken by yourself or others, have experience of assisting in the identification of resources required for work (e.g. plant, labour and materials for different types of work).	Essential
Ability to undertake checks (e.g. water, fuel and oil in roller, oil and filter on masonry saw etc.) and reasons this are required as part of procedures or legislation.	Essential
Ability to work on own initiative, with minimal supervision in addition to good team working skills.	Essential
Good level of IT knowledge and skills.	Essential
Commitment to develop the skills required to progress.	Essential
Accepts you will be required to undertake medical screening as determined by the Occupational Health Unit appropriate to occupational risk.	Essential

## Behaviours and expectations

The right behaviours and attitudes are as important to us as the skills you bring to the job. We expect all our employees to demonstrate the following behaviours:

- Positive
- Honesty
- Respectful
- Flexible
- Communicative
- Supportive

You will also promote and be a role model of the Council's expectations of a New Council Employee within the organisation. This role is at level 1. Find out more about [Council Behaviours and Expectations](#).

## General information

See your responsibilities related to [Safeguarding](#).

Able to work unsocial hours

This Job Profile is intended to provide an understanding and appreciation of the responsibilities of this job. It is not possible to specify every detail and we expect you to work flexibly within your skills, knowledge, experience and grade of this job.

### For Office Use Only:

Job Category	Highways	Grading ID	62260
Job ID	80100675	Last Updated	April 2020
Job Focus	No	Career Progression	Yes

### Contractual Variants

DBS Category	No	DBS Type	No
Health Check	Yes	Politically Restricted	No
24/7 working	Yes	Public Holidays	Yes
Night Working	Yes	Alternating Pattern	Yes
Standby	Yes	Other	Call-out
Checked by HR			