

Job Description and Person Specification Profile

Job Title Engineering Design Manager
Job ID FH09-P
Service Engineering Services
Grade J
Reporting to Engineering Services Manager

The Role

Post Objectives;

- To manage and control the successful delivery of a wide range of capital and revenue programmes & projects, including structural works, drainage schemes and public realm delivery.
- To formulate advice on policy options and implement service objectives
- To professionally manage a group of employees to ensure effective & efficient service delivery
- To contribute to the overall management and operation of the Service

Main Duties and Responsibilities include:

- Be responsible for the effective and efficient management and development of a group of employees within the Service Unit, in accordance with required standards, levels of service, council policies, practices and procedures, in conjunction with the appropriate Head of Engineering Services and Engineering Services Manager.
- Prepare and contribute to the development and implementation of service plans, business plans and strategies, including asset management and performance management systems, for the Service Unit and the service generally.
- Lead the identification and management of external funding opportunities and associated bid processes.
- This roles oversees the duties of the Lead Local Flood Authority (LLFA) for the council.
- Ensure service delivery, for which the post holder is responsible, is in accordance with the Council policies, practices and procedures and National requirements as relevant.
- Develop and review policies, strategies and working practices, and introduce such improvements as appropriate, to ensure the efficient and effective delivery of service and reflect best professional advice.
- Develop and engender an ethos of good customer service and value for money, to ensure an effective service to the public is provided.
- Manage, monitor, control and report progress on a variety of Civil, Highway and Structural Engineering and development related projects, ensuring compliance with council's Standing Orders, Financial Regulations, Health and Safety policies etc.

- Be responsible for the competent preparation of design briefs, designs, contract documentation, supervision of works and project management to ensure delivery of projects, schemes and proposals to time, budget and required quality.
- Prepare reports for and provide professional advice to the Engineering Services Manager, Head of Engineering Services, Senior Management Team, Members of the Council, Working Groups, Elected Bodies, other internal/external agencies, and members of the public.
- Deputise for the Engineering Services Manager or other management of the service as required.
- Promote and publicise the work and benefits of the service and the council to a variety of customers and audiences and to represent the council at any meeting, committee, court, tribunal or other similar forum as may be required.
- The jobholder must carry out his or her duties with full regard to the council's Equal Opportunities Policy.
- Perform any other duties that correspond reasonably to the general character of the post and are commensurate with its level of responsibility.

The duties may vary from time to time without changing the nature of the post or the level of responsibility, and the post holder may also be required to carry out any other duties appropriate to the grading of the post.

About You

Your essential qualifications

- HNC/BTec and/or Degree in Civil Engineering or other related subject
- Full valid current Driving Licence
- Level 6 qualification relevant to the post

Your essential skills, knowledge and experience

- Extensive experience in aspects of Civil, Highways, Transportation and / or Structural Engineering
- Extensive experience in design, planning and managing civil, highways, transportation, structural or other engineering related projects.
- Managerial and financial administrative experience
- Project management experience
- Experience of working / communicating with people and external agencies
- Knowledge of appropriate legislation and policy issues, covering aspects of the specific field of experience
- Knowledge of engineering related planning, design and construction methods and procedures
- Excellent communication and relationship skills
- The ability to identify and meet client and customer needs
- The ability to fulfil all spoken aspects of the role with confidence through the medium of English

If you have the following experience or qualifications – then that's great!

- Chartered (C. Eng) or Incorporated Engineer (I.Eng) or equivalent
- Relevant management qualification

Our employees' skills, experience and knowledge are essential to our success along with their happiness, commitment, enthusiasm and motivation to be the best they can be.

What can you expect from us?

- A fair salary and benefits
- Opportunities for good health and wellbeing
- Help you to grow, develop and to do your best
- Enable you to be creative and innovative
- Fully involve you in changes that affect you and your work
- Listen, and act on your ideas and feedback

Working together, we are proud to work for Tameside

Our **STRIVE** values underpin our practice and behaviours and are at the heart of everything that we do:

