

Job specification



Job title: Senior (Highways) Engineer

Service: Major Projects and Regeneration

Grade: G10

Reporting to: Project Delivery Manager, Major Projects

Your job

The Major Projects Service plays a pivotal role in the delivery of major transport and connectivity infrastructure schemes supporting the council's ambitions for growth, wellbeing, and sustainability across Wigan Borough as part of Deal 2030. This exciting role is at the heart of this agenda.

Working to the Project Delivery Manager in the Major Projects Service you will be involved in developing and delivering a programme of multi-modal transport infrastructure schemes, including walking and cycling routes in urban and rural settings, town centre regeneration and public realm, and road network improvements.

As a highways engineer you will identify challenges within the transport infrastructure and design solutions; working independently on some schemes and assisting the Delivery Manager/Consultants on larger schemes.

In this role you will work closely with colleagues in the Major Projects Team throughout scheme development and delivery, including optioneering, conceptualisation, feasibility, design, approvals, procurement, and construction phases. You will be responsible for preparing project documentation, including drawings, schedules, cost estimates, tender and contract documents, undertaking risk assessments, traffic surveys and road safety audits.

You will work in a team environment and effectively liaise with other specialists who are contributing to the engineering solution. You will manage consultants assisting with project development, and construction teams delivering the works, adhering to health and safety guidelines. You will be expected to deal with a variety of stakeholders; deliver updates to politicians and members of the public, attend consultation events and meetings when required.

You will be expected to have a flexible approach to work in line with business demands, including working outside of normal working hours when required.

You will be expected to proactively undertake professional training and development, to keep abreast of changes in legislation and best industry practice.

Mandatory statement

The Council is committed to complying with the European General Data Protection Regulations (GDPR) and meeting the requirements of the Information Commissioner's office (regulating data protection compliance in the UK). It is your responsibility to ensure that the work you undertake is compliant with the General Data Protection Regulations.

In this job you will

In the next 12 months, you will:

- Be responsible for using appropriate industry standard design specifications, codes of practice and guides to design new and improved highway layouts and facilities in urban and rural settings.
- Be proficient with a range of ICT software including AutoCAD and related software, Microsoft Office Suite.
- Drive and deliver the agreed outcomes within time, cost, and quality constraints.
- Undertake day to day management and leadership of the project design; including overseeing designs produced by consultants and managing input from other disciplines, to allow you to make informed decisions and act accordingly to deliver the best outcomes for your projects.
- Assess and manage project risks, initiate mitigation, and instigate escalation of issues to senior officers.
- Be aware of CDM regulations and commission consultants to lead on CDM.
- Identify, instigate, and lead the negotiation of legal agreements required for the delivery of projects including planning permissions and discharge of conditions, construction, and operational contracts.
- Manage project design through internal and external governance processes and external deadlines.
- Represent the service at a senior level and be responsible for explaining complex and technical concepts to peers, senior managers, politicians, and members of the public.
- Work closely with all members of the team, supervise the work of other team members and instruct, mentor, and guide junior members of staff.
- Support a range of meetings that could include public participation meetings, forums, and board meetings as well as key external meetings.
- Support the Development Team with Business/Investment Cases.
- Develop procurement strategies to identify efficient and cost-effective delivery methodologies
- Ensure that projects are delivered in accordance with applicable Health & Safety, Environment and Quality policies and procedures.
- Take a proactive role in managing performance for each project; be accountable for contract management and leading on change control and contractual compensation events.
- Ensure you operate within GDPR guidelines by regularly reviewing data held and destroying information in line with retention schedules

In this job you will need

You must be able to demonstrate the following essential requirements:

- Have a degree, or equivalent academic qualification, ideally Engineering related.
- Have significant experience in engineering design and design management

- Have significant experience of managing consultants and construction contracts, ideally transport infrastructure.
- Knowledge of industry design standards, guidance, legislation, CDM, and ICT software including AutoCAD.
- Proven track record of working in a complex fast paced design and project/programme management environment, ideally in infrastructure or a related field and evidence of delivering sustainable results in a large organisation.
- Ability to make active and visible leadership decisions, working with multiple stakeholders, contractors, consultants, and suppliers to successfully deliver large scale complex projects.
- Demonstrate a good working knowledge of construction contracts including NEC3/4
- Ability to work as part of a team and as an individual, with an innovative approach to recognising problems and providing solutions. Knowledge and awareness of reputational risks, community expectations and business continuity to ensure the safe delivery of all projects and staff who work on them
- High level of understanding, knowledge and experience of the procurement regulations and processes in relation to large capital projects.
- Excellent interpersonal skills with the ability to work constructively with elected members, senior managers and other directorates, partners, authorities, and external organisations
- The ability to represent the council externally, both professionally and as an ambassador, and to work within a team to deliver shared goals, whilst managing own workload to meet deadlines.
- The ability to work under pressure, with good organisational skills and the ability to plan, organise and manage a complex workload, with shifting deadlines to meet specific targets
- Excellent written and verbal communication skills, and experience of producing clear and concise written reports which present complex information and concepts in an accessible way for a range of audiences.
- Holds a current valid driving licence or can demonstrate the ability to travel using own or public transport in the most effective manner, to access a number of sites throughout the borough.

Our culture

For us, it's not just about all we achieve as an organisation, but how we do it. Therefore, all employees are expected to display our **Team Wigan** behaviours.

Be Positive... take pride in all that you do

Be Accountable... be responsible for making things better


Be Courageous... be open to doing things differently


Be Kind... be helpful, generous and thoughtful towards yourself and others


Together we will


Deliver Deal 2030, working alongside our communities to make Wigan Borough an amazing and inclusive place to live and work, building a better future.

We will


 Genuinely care for you and your wellbeing.

 Champion a culture that inspires you to thrive.


 Listen and engage with you to bring your ideas to life.


 Celebrate your contribution and support you to reach your goals and aspirations.

I will

 Look after my wellbeing and be kind to myself and others.

 Work with others across #TeamWigan to be courageous, innovative and embrace technology.

 Share my ideas and be accountable for making things happen.

 Own my development and let my passion and positivity shine through.