

Job Description

Position Details

Position:	Electrician
Directorate:	Neighbourhood & Environment
Service:	Street Lighting
Position no:	BG00859 & BG00862
Grade:	6
Hours of work:	37
Work style:	Service Based Worker – Central Depot
DBS required:	N/A
Contact:	Catherine Cuss
Date:	November 2025

Politically Restricted? ☐ Yes* ☒ No

* The position is politically restricted within the provisions of the Local Government and Housing Act 1989 as prescribed in the Local Government Officers (Political Restrictions) Regulations 1990

About the Position

Reporting to: Team Leader

Responsible for: The installation and maintenance of the road lighting, illuminated traffic signs and bollards and associated electrical equipment.

To ensure the efficient, effective and safe operation of the Authority's equipment both above and below ground, covering all maintenance work.

Principal Accountabilities

1. To carry out all aspects for the installation and maintenance of the road lighting equipment including new and old installations.
2. To maintain the public lighting equipment as specified within the street lighting contract which includes identifying faulty components and their replacement.
3. To comply with the Electricity at Work Act and implement safe site working practices when installing or maintaining public lighting systems and to complete the relevant inspection and test certificates associated with this work.
4. Ensure quality of work undertaken is to the standard expected of a skilled tradesperson in accordance with training and qualification.
5. Be prepared to be trained in the use of all plant and equipment, including specialist plant such as Mobile Elevated Working Platforms (Tower vehicles).
6. The use of light plant, special and certified powered hand tools appropriate to the job.
7. Maintain vehicles, plant and equipment in a satisfactory safe condition by routine checks.
8. Identification and associated cable jointing of the Authority owned underground service supply distribution network.
9. Record and report all defects, accidents and variations and other disruptions to line management, including PDA's or ICT equipment.
10. Work at heights – MEWPs, scaffolding, ladders etc always ensuring safe working.

11. Ensure that all required daily documentation is completed accurately, thoroughly, and in accordance with operational standards.
12. If required carry out inspections of contractor's work ensuring that work quality and output meet the required standards and accords with current legislation/ regulations.
13. Good interpersonal skills, with the ability to sustain relationships with people both within and external to the organisation.
14. When required undertake work on a lone working basis.
15. The erection and removal of signs and barriers to chapter 8.
16. You may be required to undertake other duties that can reasonably be assigned within capability and grade, including working where necessary trimming grass or vegetation near streetlights to allow safe access for maintenance.

General Accountabilities

1. To comply with the Council's Policy Statement on Health, Safety and Welfare at Work.
2. To positively promote the Council's Strategic Equality Plan and ensure commitment to anti-discriminatory practice.
3. To demonstrate a commitment to ongoing personal development.
4. To adhere to data protection principles whilst undertaking your duties.
5. To be responsible for undertaking your duties in a way that safeguards and promotes the welfare of children, young people and adults at risk. You must bring issues of concern regarding the safety and welfare of children, young people and adults at risk to the attention of the Safeguarding Officer in your service as soon as you become aware of them.
6. Undertake other duties that may be required of you, commensurate of your grade or general level of responsibility within the organisation.
7. To ensure that safe systems of work are compiled with in accordance with the provisions of the Health and Safety at Work Act.

This job description sets out the main responsibilities of the position at the date it was drawn up. Such duties may vary from time to time without changing the general character of the post or the level of responsibility.

Person Specification

Requirements	Essential (E) / Desirable (D)	Assessment methods: Application (A), Interview (I), Presentation (P), Test (T), Probationary Period (PP), other please specify
Qualifications		
To have attained the Mandatory Requirements for an Electrician under the Highway Electrical Training and Competency Scheme and a number of additional elements associated with the contracted work requirement.	E	(A)
Driving of vehicles up to and over 7.5 ton, including the operation of a Mobile Elevated Work Platform.	E	(A)
Willingness to achieve Chapter 8/IPAF/G39/GS38	E	(A)
18th Edition of the Electrical Regulations	D	(AI)
Experience		
Able to undertake the full requirement of maintenance and installation work on all Road Lighting and Illuminated Road Signage and be able to wire and install the full range of such installations.	E	(A) (I)
Able to locate faults and carry out repairs on cable networks.	E	(A) (I)
Able to carry out the inspection and testing of installations and issue certificates.	E	(A) (I) (P)
Have the required knowledge to undertake fault diagnosis on the full range of street lighting and sign equipment.	D	(P)
Knowledge / Skills		
Competent in IT skills	D	(A)
Finds new and creative ways of doing things better	E	(I)
Knowledge of Health & Safety	E	(A) (I)
Candidates to be team workers with good communication and interpersonal skills and able to work effectively under pressure.	D	
Demonstrate a sound knowledge and understanding of one or more of the following areas: basic electrical principles, fault location, inspection and testing, lamp types.	E	
Special Working Conditions/Requirements		
Willingness to undertake a pre-employment HAVS screening assessment, if applicable.	E	(A) (Pre Employment)
Have an understanding of the Council's work plans and challenges in meeting standards and public expectations	E	(A)
Hold a full driving licence	D	(A)
Personal Attributes		
Ability to deal tactfully with members of the public.	E	(A) (I)

Minimum Welsh Language Skill Requirements	Assessment methods: Application (A), Interview (I), Presentation (P), Test (T), Probationary Period (PP), other please specify
Welsh Language Skills Level 0. Level 1-5 is desirable. Training is optional.	N/A
Welsh Language Skills Level 1 Entry / Courtesy (as a minimum) are desirable and need to be learnt when appointed. Training required: "Welcome Part 1 & 2" (10 hours in total)	N/A
Welsh Language Skills Level 1 Entry / Courtesy (as a minimum) are essential. Training required: "Welcome Part 1 & 2" and "Welcome Back Part 1 & 2" (20 hours in total).	N/A

For further information on the above please refer to the [Welsh Language Skills Guidelines](#)

Welsh language skills requirements beyond the minimum stated above e.g. fluent speaker / proficient writer will be outlined within the person specification under qualifications and skills.

Personal Competencies

All competencies are regarded as essential, although it is recognised that some may be achieved over a period of time. All employees are expected to continually develop their competencies in line with the appropriate framework. In addition to those assessed as part of the recruitment process, competencies will be assessed during the probationary period and through the Council's performance coaching scheme.

Competencies – Delivering the Service	Assessment methods: Application (A), Interview (I), Presentation (P), Test (T), Probationary Period (PP), other please specify
Plans ahead, organises work in advance	(P)
Involves line manager / colleagues in setting and meeting targets	(P)
Reorganises work when necessary	(I) (P)
Sees tasks through to completion whenever possible	(P)
Seeks help if workload becomes unmanageable	(P)
Uses initiative to report issues that arise that impact on others	(I) (P)

Competencies – Improvement and Change	Assessment methods: Application (A), Interview (I), Presentation (P), Test (T), Probationary Period (PP), other please specify
Is prepared to try new things & feedback results	(P)
Understands that changes are needed if things are to be improved	(P)
Finds new and creative ways of doing things better	(P)
Actively seeks to develop own skills and knowledge	(A) (I)
Learns from mistakes & welcomes constructive feedback	(P)

Competencies – Providing Excellent Customer Service	Assessment methods: Application (A), Interview (I), Presentation (P), Test (T), Probationary Period (PP), other please specify
Recognises the importance of high standards of customer service	(A) (I)
Is committed to providing an excellent service to all the citizens of Blaenau Gwent	(A) (I)
Understands the links between own professionalism and the possible impact on the Authority's image	(A) (I)
Has a professional attitude that sets an example to colleagues	(P)
Takes pride in own work and that of colleagues	(P)
Is respectful, courteous and helpful at all times	(I) (P)

Competencies – Team working	Assessment methods: Application (A), Interview (I), Presentation (P), Test (T), Probationary Period (PP), other please specify
Reacts constructively to others' suggestions and requests	(P)
Recognises potential value of others' opinions and actively seeks their contributions	(P)
Asks for help when necessary	(P)
Actively seeks to help others	(P)
Is aware of the impact of own behaviour on others	(P)

Competencies – Communicating	Assessment methods: Application (A), Interview (I), Presentation (P), Test (T), Probationary Period (PP), other please specify
Adapts content and style to help others understand	(P)
Makes sure that people are regularly informed	(P)
Uses appropriate language, gestures and tone when talking with others	(P)
Checks others have understood & seeks advice when necessary	(P)
Actively seeks to improve all forms of communication with others	(P)
Communicates professionally by using formal channels appropriate to the situation	(P)

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