CYNGOR SIR *POWYS* COUNTY COUNCIL

JOB DESCRIPTION

Position Title: **Principal Engineer (Structures)**

Position Number: **EDG0195**

JE Code: **HAYLES133**

Service: **Highways Transportation & Recycling**

Location/Work Base: **TBC – Base to be Agreed**

This is a flexible worker position and therefore the Council offers opportunity to work in an agile way to include home working.

Grade: **Grade 13**
Point 37 to Point 39
£49,817 to £51,928 per annum
£25.82 to £26.91 per hour

Contracted hours: **37 hours, Permanent**

Reporting to: **Design Manager**

Responsible for: **Senior Civil Engineer (Structures)**
Civil Engineer(s) (Structures)

Summary

About the role:
As the Principal Engineer (Structures), you will take the lead in managing and delivering structural engineering projects for Powys County Council. Your expertise will guide projects through all stages, from feasibility and detailed design to construction management. You will ensure that all initiatives are completed safely, on time, and within budget, contributing to the council's strategic organisational goals. This role offers an exciting opportunity to make a significant impact on building and civil engineering projects while promoting sustainable practices.

About you:
You are a highly skilled and motivated Chartered Civil or Structural Engineer with a proven track record in leading structural projects. Your extensive experience encompasses all phases of engineering, from design to execution, and you possess a deep understanding of relevant legislation, safety standards, and best practices. With exceptional leadership qualities, you excel at managing project teams, prioritising conflicting demands, and fostering collaboration

among diverse stakeholders. Your proactive approach and commitment to continuous professional development make you an ideal fit for this role.

What you will do:
In this role, you will oversee the planning, design, and delivery of structural engineering projects, ensuring compliance with safety and environmental standards. You will manage project budgets, monitor performance, and liaise with various agencies and stakeholders to achieve project objectives. Additionally, you will provide mentorship and support to team members, fostering a culture of continuous improvement. Your responsibilities will include preparing and reviewing contract documentation, conducting inspections, and representing Powys County Council in meetings and committees. You will also play a vital role in integrating ecological and biodiversity considerations into design and construction processes. You will embrace opportunities for personal and professional growth, continually enhancing your skills and knowledge to drive innovation in project delivery.

If you have any questions about the role, please contact:
Mr Gareth Price – Design Manager
Email: gareth.price@powys.gov.uk
Tel: (01597) 827757
Or
Mr Alastair Edwards – Principal Engineer (Structures)
Email: alastair.edwards@powys.gov.uk
Tel: (01597) 826205

Your responsibilities will be:

1. Act as the primary project lead for structural projects and programmes, encompassing structural assessments, design calculations, contract drawings, procurement and works stages.
2. Lead, manage, and inspire an allocated team to secure their commitment and optimal performance. Monitor team performance, set achievable targets, and take responsibility for delivering projects according to client and organisational requirements.
3. Take responsibility for monitoring and proactively managing engineering schemes to ensure delivery is on time and within budget, maintaining a consistent high standard of service quality across all operations.
4. Oversee and lead upon administrative, supervisory, and technical aspects of construction projects. This role will involve acting as the New Engineering Contract NEC Project Manager and/or NEC Supervisor.
5. Assist in the preparation and management of departmental budgets, forward programs, and financial policies, contributing to effective financial planning and resource allocation to support project objectives.
6. Commit to continuous professional development while providing expert advice, guidance, and on-the-job training to all staff. Promote a culture of continuous learning and development within the team, enhancing overall performance and skill sets.
7. Take the lead in preparing competitive fee bids to internal and external clients and develop/update project briefs and plans as necessary. Ensure timely and effective

communication with clients and stakeholders, keeping them informed of progress and addressing any concerns or queries promptly.

8. Monitor and proactively manage project schemes to ensure they are delivered on time and within budget. Uphold a consistent high standard of service and quality across all projects.
9. Ensure that Powys County Council (PCC) commitments to health and safety (H&S) and Construction (Design and Management) (CDM) regulations are integrated into both the design and construction phases of projects, promoting a culture of safety and risk management.
10. Provide expert advice on the preparation, acceptance, and management of contracts. Assist in maintaining lists of approved contractors and ensure compliance with contractual obligations.
11. Take the lead on procurement processes within the group, ensuring adherence to legislation and corporate policies. Prepare and submit estimates, tenders, and quotations for maintenance and improvement works, collaborating with various internal and external clients.
12. Foster and enhance professional working relationships between the department, clients, and the supply chain. Liaise with other agencies, statutory undertakers, and stakeholders to represent Powys County Council effectively.
13. Prepare proofs of evidence for public inquiries, ensuring thorough and accurate documentation that supports the Council's position and interests.
14. Attend committees, councils, and meetings as required to provide professional input and insights.
15. Be available to undertake emergency inspections of structures/highway assets outside normal working hours, demonstrating flexibility and commitment to public safety.
16. Ensure that PCC commitments to ecological and biodiversity considerations are integrated into all design and construction processes, promoting sustainable practices that benefit the environment.
17. Deputise for the Design Manager as required, providing support and guidance on technical matters, project progress, and team performance.

DBS:

There is no DBS Check requirement for this position.

Health and Safety Statement:

To be responsible for the development and implementation of health and safety principles and practice as laid down in Council's Health & Safety policies and arrangements

Equalities Statement:

To be responsible for implementation of equal opportunities principles and practice as laid down in the Council's Equalities Policy

Welsh Language Requirement:

Welsh language skills are desirable

NOTE;

Notwithstanding the detail in this job description, the job holder will undertake such work as may be determined by the Manager from time to time, up to or at a level consistent with the 'Principal Responsibilities of the Job'.

PERSON SPECIFICATION

Do you think you're the right person for the role? Then, demonstrate you meet the following criteria in your application.

Experience

Essential

- Proven experience in effectively leading and managing an engineering project team, demonstrating an ability to inspire and motivate team members towards achieving project and organisational goals and fostering a collaborative work environment.
- Extensive experience of highways/civil and buildings structural design and project construction, demonstrating a deep understanding of engineering principles, industry standards, and best practices.
- Significant experience in the procurement of civil engineering projects, showcasing expertise in developing competitive bids that align with project goals and organisational objectives.
- A robust history of delivering engineering services on time and within budget, with strong project management skills and the ability to efficiently allocate resources.

Desirable

- A track record of developing partnership arrangements across the Council and with key stakeholders and partners to foster effective joint working to improve outcomes.

Knowledge

Essential

- A thorough working knowledge of the Design Manual for Roads and Bridges (DMRB) and the Manual of Contract Documents for Highway Works (MCD).
- A robust understanding of Health and Safety legislation, including the Construction Design and Management Regulations (CDM).
- In-depth knowledge of current construction contracts, construction legislation, law, and best practices, ensuring projects are compliant and effectively managed.
- Familiarity with the full range of civil and structural engineering procedures from feasibility studies through to construction, providing a holistic approach to project management.
- A strong understanding of relevant environmental legislation and regulations, enabling the incorporation of sustainable practices into engineering designs and construction processes.
- Possess a thorough working knowledge and in-depth understanding of Civil/Structural Engineering principles as applied in building and highways/civil engineering contexts.
- A sound knowledge of structural maintenance, inspection, and assessment processes, enhancing the longevity and safety of engineering structures.
- An understanding of financial standing orders and corporate procedures, ensuring compliance with organisational policies.
- A working knowledge of Quality Management Systems (QMS) to ensure projects meet required quality standards and continuous improvement.

Qualifications and Training

Essential

- Professionally qualified to Chartered Civil or Chartered Structural Engineer level.

- Recognised qualification in Health and Safety (e.g. CITB SMSTS or equivalent)

Desirable
- Recognised qualification in Management or Leadership
- Recognised qualification in Environment/Ecology
- NEC accredited Project Manager / Supervisor

Personal Qualities

Essential
- A proactive team player eager to contribute to and engage others in the development of innovative projects, fostering a collaborative work environment.
- Strong ability to manage conflicting priorities effectively and assess workload for subordinate staff, ensuring optimal productivity and project progression.
- Highly self-motivated, demonstrating initiative and the ability to drive projects forward independently.
- Versatile enough to embrace additional duties as required by changing workload demands, exhibiting flexibility and resilience.
- Strong capacity to exercise professional judgment under pressure, maintaining composure and decision-making clarity in challenging situations.

Skills

Essential
- Excellent financial management skills and commercial awareness, with an ability to analyse issues and apply a creative approach to problem solving.
- Outstanding organisational abilities, demonstrating proficiency in managing multiple projects simultaneously while maintaining a clear focus on priorities and deadlines.
- Strong ability to communicate effectively and confidently with stakeholders at all levels, including team members, clients, and regulatory bodies.
- Strong inter-personal skills, fostering positive relationships with colleagues, clients, and stakeholders.
- Excellent report writing skills, capable of conveying complex information clearly and concisely.
- Ability to present information orally with clarity and confidence, engaging diverse audiences.
- Proficient in relevant IT applications and software
- Committed to maintaining confidentiality when dealing with sensitive information.

Desirable
- Ability to speak Welsh, enhancing communication with Welsh-speaking clients and stakeholders.

Other Requirements

Essential
- A current and valid driving license to facilitate travel in line with organisational requirements.
- A willingness to undertake work outside normal office hours on occasion, including evenings (until midnight), night-time (after midnight), and weekends.

Recruiting manager: Gareth Price
Date: October 2024

Our values:

Professional
Whatever role we play in the council, we act with professionalism and integrity

Positive
We take a positive attitude in all we do

Progressive
We take a proactive and responsible approach to planning for the future

Open
We keep each other informed, share knowledge and act with honesty and integrity

Collaborative
We work constructively and willingly on joint initiatives

How to apply

You will need to complete the online application, it's simple, just follow the process step by step.

Top tips:

- Read the Job Description and Person Specification carefully and evidence that you meet all of the essential criteria in your supporting statement.
- Sell yourself and where possible give examples
- List your qualifications that are relevant for the position, as detailed in the person specification.
- Ensure one of your referees is from your most recent employer or if this is your first job why not ask a school teacher or tutor, just ensure you know them at a professional level.
- Be honest Tell us about any gaps in your employment history
- Complete the application in full

Next steps

The closing date for applications is 28/02/2027.

Once submitted we will email you to let you know we've received your application. We will email you either way if you have been successful. So, keep an eye out in your inbox!

We wish you luck with your application.