

JOB DESCRIPTION

Job Title: Modern Apprentice Roads Skilled Operative		Ref No:	JE Ref:
Department: Communities	Band: £6.45 - £8.72 (National Living Wage dependant on age of candidate)	Location: Dumfries and Galloway	
Responsible To:	Foreperson/Senior Roads Skilled Operative		
Responsible For:	No staff.		
Job Purpose:	<p>You will assist:</p> <ul style="list-style-type: none"> • With work on rural and urban roads (not including motorways) to repair damaged surfaces, using hand and power tools and pedestrian plant machinery. • To carry out the repairs using hand or power tools, and this could include repairs to potholes, replacement and reinstatement of pavements and kerbs, installing street ironworks and laying new surfaces, to ensure roads and pathways are suitable for driving of vehicles or pedestrians to walk safely on. • To undertake reactive and planned rural and urban roads maintenance and repair. You will work outside in all weathers and may be required to work at all times of the day and night at various locations including for Winter Maintenance and Flood Prevention. • To undertake Streetscene work in parks and open spaces using an array of hand operated machinery, and on occasions work with the Waste Services team in support of collection activities. <p>You will complete your Apprenticeship Award with Construction Industry Training Board (CITB).</p>		
Main Responsibilities:	<p>On completion of the Apprenticeship as a Roads Skilled Operative you will know and understand the following:</p> <ul style="list-style-type: none"> • The principles of health, safety, and welfare and how they must be applied in relation to you own work and others. • The responsibilities under current legislation (including Health and safety at Work Act 1974, Provision and Use of Workplace Equipment 1998, Manual Handling Operations regulations 1992) and official guidance (risk assessments, method statements) to undertake work. • How to work in accordance with the National Road Sector Schemes, Industry Codes of Practice, the New Roads & Street Works Act and other guidance relevant to the occupation. • Understand the structure of the Council, Roads and Infrastructure Services including Waste Services and Streetscene. In addition to, civil engineering methods, construction technology and have 		

	<p>knowledge of different road categories and types, construction materials and working methods.</p> <ul style="list-style-type: none"> • How to identify, locate and excavate around underground services such as gas and power cables.
Job Activities:	<p>You will assist to:</p> <ul style="list-style-type: none"> • Apply appropriate health, safety and environment procedures when working on the road. • Plan and undertake work practice productively when carrying out repairs to potholes, pavements, and kerbs, and laying new surfaces on rural and urban roads. • Read, interpret, and work to drawings, specifications details on the use of safety barriers, cones, traffic flow and safety zones to work within, whilst employed on the highway. • Use underground cable locators to identify buried water, gas, sewer lines or other utility services, and once identified excavate by hand. • Apply safe working practices for moving, storing, lifting, and handling of resources. • Excavation and reinstatement of the highway by carrying out maintenance and repairs, including removal of material within the road or roadside using hand or power tools and reinstatement of the area using concrete, screeds, sub-base, aggregates, or bituminous materials. • Install Street Ironworks (drain access covers and frames and gully gates situated on the road) to given work instructions. • Prepare and operate powered tools or pedestrian plant, machinery, or equipment for use on roads. This will include machinery for generator's, pumps, pedestrian operated plant (e.g., pushed roller), mixers, compressors, and self-powered tools (pneumatic drill) • Operate grounds maintenance equipment, strimmer's, chain saws, hedge cutting equipment and lawn mowers. • Understand waste and recycling and waste collection duties and operate safely with waste collection appliances. • Work with other sub-contractors on larger schemes (e.g., traffic management, surfacing and drainage works). <p>You will:</p> <ul style="list-style-type: none"> • Work under the direction of the Roads Supervisor/Manager, or other appointed person. • Undertake staff development as required or requested. • Work in a team environment. • To demonstrate a whole-hearted commitment to the organisational values and cultures including openness, honesty, transparency, trust and the empowerment and support of staff and colleagues. • At all times act in accordance with relevant legislation and Dumfries and Galloway Council policies and procedures.

Performance Management	<p><i>The job activities listed are not exhaustive and may be added to or amended consistent with the job purpose.</i></p> <ul style="list-style-type: none"> • To manage your own performance and any staff you may be responsible for in accordance with the Council's values of Customer First, continuous improvements, openness and honesty, local decision making and team working. • To achieve the agreed performance targets detailed in the work plan and contribute to performance appraisal activities. • To manage your own performance in compliance with all Codes, Regulations and procedures including Code of Conduct, Health and Safety and Governance. • To manage risk, promote risk awareness and prioritise work in light of the risk analysis. • To actively commit to the Council's equality and diversity vision statement and associated policies that promote fairness and equality and celebrate diversity, in dealing with colleagues, clients and service users. • To take all reasonable measures to limit carbon emissions and reduce energy/ resource consumption when undertaking work activities. 	
Prepared by:	Roads Service and Organisational Development	Date: March 2021