

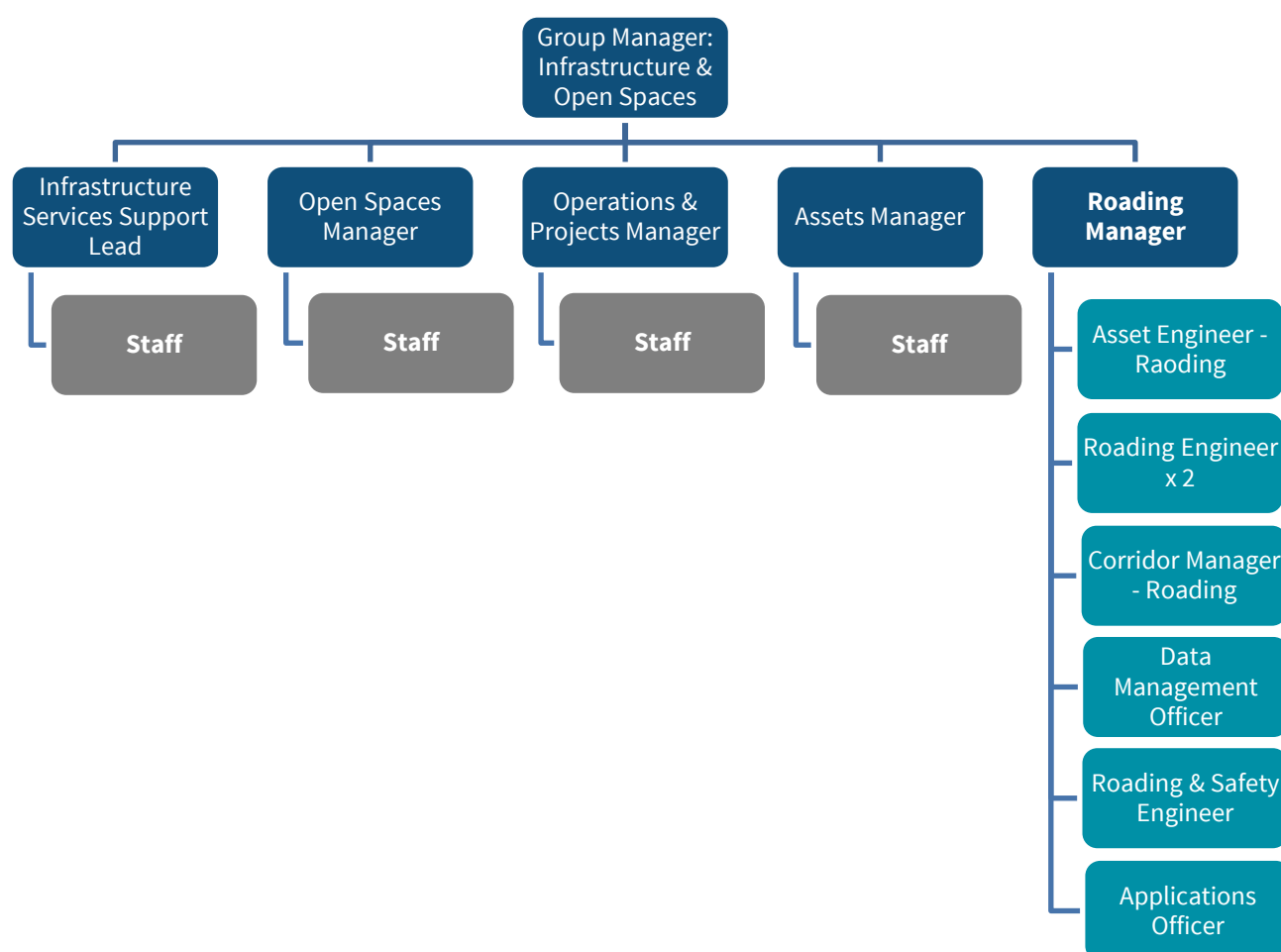
# Position Description

<b>Position Title:</b>	Roading & Safety Engineer
<b>Reports To:</b>	Roading Manager
<b>Team:</b>	Roading Team
<b>Group:</b>	Infrastructure Services and Open Spaces
<b>Employment Type:</b>	Permanent, full time
<b>Date Modified:</b>	May 2023

## Purpose

To continuously improve the safety of Council’s road network, footpaths, and cycleways through implementing initiatives in the Road Safety Action Plan and relevant strategies, while also responding to customer requests and assisting with the management of assigned contract work.

## Group Structure



# our Purpose

Supporting our communities to thrive by working together to provide services and places for people to connect, grow, live, work and play.

# our Values

Our Values describe how we are going to achieve our purpose and vision, and they underpin how we work; they support how we make decisions, how we treat each other and our communities, and how we behave everyday. They guide us all and they apply to everyone in our organisation, no matter where we work or what we do.



- ✓ Build trust by communicating openly and acting with integrity
- ✓ Apply a customer lens to everything we do
- ✓ Make responsible decisions by balancing different needs
- ✓ Plan for our future and think sustainably
- ✓ Take responsibility and "own" our roles



- ✓ Know our stuff and encourage knowledge sharing and professional growth
- ✓ Learn from our successes and mistakes
- ✓ Aim to improve and innovate by questioning the status quo & bringing ideas to life
- ✓ Focus on solutions
- ✓ Follow through with our commitments



- ✓ Collaborate and tackle challenges together
- ✓ Work with and for our communities
- ✓ Think about how our work impacts others
- ✓ Acknowledge and celebrate our achievements
- ✓ Value and encourage social connections



- ✓ Encourage diverse ideas
- ✓ Keep an open mind
- ✓ Have empathy for and support one another
- ✓ Care for the wellbeing and safety of ourselves and others
- ✓ Seek to understand what is important to others

## Key Accountabilities

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### Road Safety Promotion

- Develop and manage the Road Safety Action Plan (RSAP).
- Contribute and represent Council at various Road Safety forums, meetings, and workshops including the Ashburton District Road Safety Liaison Group.
- Collaborate with other road safety coordinators and Councils within the region to research and implement road safety campaigns.
- Liaise with other relevant stakeholders and community groups to promote road safety.
- Work with the Communications team to facilitate media releases, the production of road safety promotional design material and products.
- Manage the Visual Speed Display Signs (VSDS) programme, including analysis and reporting on gathered data.

### Road Safety Engineering

- Provide expert road safety advice to the roading team.
- Work with the Development Engineer to review road safety aspects of resource consent applications, new subdivisions, and new road construction.
- Develop, manage, and implement the speed management plan.
- Analyse the data from crash analysis system (CAS) and identify high risk areas to reduce the DSIs in the district.
- Collaborate with Asset Engineer to procure funding for road safety projects and programmes.
- Write and manage contracts for road safety projects.
- Design road safety improvements on the road network.
- Implement actions in the walking and cycling strategy.
- Perform site safety audits to improve the safety of our transportation network.
- Monitor and update site locations identified as potentially unsafe for inclusion in the tree shading, winter gritting and ice sign databases and LCLR improvements program.
- Investigate and analyse relevant data, safety audits, road safety related customer complaints, accident reports and other safety issues.
- Undertake tender preparation and carry out contract administration including certification of payments as required.
- Review and contribute to changes in the District Plan and Transportation & Parking Bylaw to improve road safety.

### Corporate Contribution

- Contribute to and follow the organisation's governance, corporate plans, policies, projects, initiatives and strategies.
- Participate in performance development and assessment processes.
- Contribute to and follow health and safety policies and procedures, including accurate reporting.
- Ensure proper care and use of plant, vehicles and equipment.
- Assist in providing civil defence functions and/or maintain the provision of essential services in emergency management events.
- Undertake any other relevant duties, including attending out of hour's meetings as requested by your Manager or Group Manager.

## Position Requirements

The below qualities, knowledge and skills are the key focus for this role and are used to assess an applicant's suitability for the role and the incumbent's performance in the role.

### Personal Qualities

#### Conceptual and Analytical Ability

- Deals with concepts and complexity comfortably.
- Uses analytical and conceptual skills to reason through problems.
- Has creative ideas and can project how these can link to innovations.

#### Self Confidence

- Conveys confidence through body language and communication style.
- Listens and considers other points of view, trusting own ability to respond appropriately.
- Aware of how behaviour is interpreted by others and modifies appropriately.

#### Relationship Building

- Promotes understanding and compromise through diplomatic handling of conflict.
- Forges useful partnerships with people across business areas, functions, and organisations.
- Builds trust through consistent actions, values, communication, and minimising surprises.

### Knowledge and Skills

#### Advanced Computer Skills

- Uses a wide range of advanced software application features.
- Able to problem-solve on software applications.
- Interrogates computer systems applications to evaluate performance and provide information.

#### Communication Skills

- Organizes information in a logical sequence using content appropriate for the purpose and audience, using feedback to ensure understanding.
- Speaks clearly, concisely, and confidently using a polite and considerate manner.
- Ensure written communication contains the necessary information to achieve their purpose.

#### Initiative and Enthusiasm

- Demonstrates enthusiasm, commitment and capacity for sustained effort and hard work.
- Demonstrates a proactive and self-starting approach.
- Sets high standards of performance for self and others, ensuring ownership of actions.

#### Organisational skills

- Sets clearly defined objectives and priorities to ensure goals and deadlines are met.
- Prioritises activities and operates accordingly, reviewing and adjusting as required.
- Recognises actual and potential barriers and finds effective ways to deal with them.

#### Specialist Expertise

Bachelor of Engineering (Civil) or similar qualification and two years post graduate engineering experience.

Two years of relevant road safety work experience (ideal).

Experience using industry specific software applications (ideal).