

Job Description - Civil Engineering Works Supervisor (PB6A)

Job summary

You will support the district's civil engineering team in planning, delivering and supervising work sites for civil engineering construction and maintenance projects. You will work as part of a team delivering the inspection and maintenance programme of our civil engineering infrastructure assets such as forest roads, car parks and bridges. Champion our health and safety culture of 'look out and look after' in our civil engineering works.

Key responsibilities & accountabilities

- champion a safe working environment by being a role model for high standards of health and safety and effectively managing Forestry England staff as well as contractors working on Forestry England land.
- regularly monitor and record contractor health and safety and environmental performance; pro-actively manage H&S and environmental issues; promptly report accidents and near misses and make sure that lessons learned are shared and implemented.
- support the civil engineering team 's planning and delivery of civil engineering works across the district.
- support the civil engineering team by holding pre-commencement meetings for projects with external contractors, in line with established procedures.
- make supervisory checks and review risk assessments, method statements and other health and safety documents for low-risk projects, to make sure they comply with specification, environmental and health & safety standards.
- make sure control measures identified during the planning process will appropriately and effectively manage environmental and health and safety factors.
- directed by the civil engineer, and subject to an appropriate level of training and experience, inspect assets and report on their condition. Keep asset records up to date.
- support the civil engineer with monitoring, recording, and managing carbon emissions. Share and implement best practice to help achieve Forestry England's net zero targets.
- use Forester Web to produce contract maps and update civil engineering asset data.

And any other tasks, reasonably requested by your line manager.

Skills, knowledge & experience

Essential professional and technical experience

- good awareness and understanding of civil engineering.
- experience supervising / monitoring contractors, preferably in the construction industry.
- good overall awareness of health and safety management in civil engineering, including experience in the preparation of risk assessments and method statements.
- clear and effective verbal and written communication skills.
- competent IT user with experience in MS Office suite of applications.

Desirable professional and technical experience

- experience of working in a forestry or rural environment.
- experience using GIS software or other mapping systems.

Qualifications

Essential

- 3 A levels
- Full UK Driving Licence

Desirable

- HNC in Civil Engineering
- CITB Site Supervisors Safety Training Scheme or IOSH Managing Safely