



Title HIGHWAYS ASSET MANAGER	Department PLACE	Post Ref.
Job Purpose Accountable for the County's highways asset management responsibility		
Key Responsibilities <ol style="list-style-type: none">1. Reporting to the Network Manager to be the County Council's expert on asset management issues2. To be responsible for the development and implementation of effective asset management policies and strategies. This includes responsibility for developing and maintaining the Highway Network Management Plan and associated key documents.3. Responsible for managing the operational implementation of these strategies in partnership with VIA East Midlands, other key partners and stakeholders.4. Liaison with stakeholders including elected members, officers, and members of the public in relation to the development and implementation of works programmes.5. Provide professional advice, guidance, and information in relation to the maintenance of highway assets, responding to stakeholder queries and ensuring works are carried out in accordance with legislation, policies, procedures and plans.6. To be responsible for the procurement, installation and development of IT systems required to support asset management functions.	Key Accountabilities <ol style="list-style-type: none">1. Accountable for developing, maintaining and disseminating as required the policies adopted by the County Council for effective asset management2. Accountable for developing and maintaining excellent collaborative working processes with front-line operational staff3. Responsible for supporting and deputising for the Network Manager as required4. To ensure that the Asset Management service operates seamlessly and as efficiently as possible between the County Council policy team and the front-line operational teams.	

7. Dealing with recruitment, motivation, training, development, welfare and discipline issues as appropriate.	
The post holder will perform any duty or task that is appropriate for the role described	

Person Specification	
<p>Education and Knowledge</p> <ol style="list-style-type: none"> 1. Further education level or equivalent 2. Evidence of continuous professional development. 3. Knowledge and understanding of the main issues affecting the service area. 4. Knowledge and understanding of all relevant legislation 5. 	<p>Personal skills and general competencies</p> <ol style="list-style-type: none"> 6. A high level of personal drive and commitment to excellent customer care and the ability to set an example for other staff 7. Strong interpersonal skills to gain the agreement and acceptance of others including colleagues, senior managers and customers. 8. Ability to make decisions and solve problems to meet operational targets, involving devising solutions and prioritising the resources available 9. Ability to meet agreed objectives and delivery targets by the effective use of resources.
<p>Experience</p> <ol style="list-style-type: none"> 10. Minimum 5 years' experience within the service area 11. Broad experience in highways and transport in particular in highway management 	
<p>Role Dimensions</p> <ol style="list-style-type: none"> 12. Responsible for the County Council's Asset Management policy and processes in conjunction with Via 	

Tier 7 – Experienced / Professional Staff

Date April 2022

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