



North & Mid Wales Trunk Road Agent

Arboriculture Officer

Recruitment Pack



Welcome from the Head of Service



DAVID COOIL
NMWTRA HEAD OF SERVICE

At the NMWTRA, we help create a road network that connects people and places in a safer, greener and more reliable way.

We work on projects across North and Mid Wales that address some of the country's most critical challenges. From complex infrastructure, increasing transport needs, and climate change – we combine innovation, expertise, and technology to make North and Mid Wales a better place to live, work and visit.

You can contribute to work that will have a lasting positive impact on your local community with an organisation where diversity, equity and inclusion are shared values. We're committed to fostering a work environment that's supportive, respectful, and inclusive, with great opportunities for growth.

Why not give it a try? We would be very happy to consider your application to join our skilled, enthusiastic, and friendly team.

A handwritten signature in dark ink, appearing to read 'D. Cooil'.

Where we're based

**Over 250
employees
based across
North and Mid
Wales.**

- Aberaeron, Ceredigion
- Bangor, Gwynedd
- Conwy
- Dolgellau, Gwynedd
- Halkyn, Wrexham
- Llandrindod Wells, Powys
- Newtown, Powys





Do you enjoy a challenge and like variety? If so, then this post may be for you.

We are looking for a Arboriculture Officer to join an exciting and growing team.

Salary: S4 (SCP 26-28) £34,834 - £36,648

Duration: 18 Months

Location: **Hybrid Working** from one of the following office locations;

Bangor/Conwy/Halkyn/ /Dolgellau

Closing date: 09/05/2024

Application forms and further details available at www.gwynedd.gov.uk or by telephoning 01286 679076.

[Apply here](#)

Purpose of post

To be responsible for managing the trees, woodlands and hedgerows on the trunk network in the North & Mid Wales regions in accordance with Welsh Government requirements. To directly undertake tree safety surveys and condition inspections of trees along the North and Mid Wales trunk road routes.

A group of construction workers wearing high-visibility orange and yellow safety suits and hard hats are standing on a concrete bridge deck. In the background, a large crane is visible against a blue sky with scattered clouds. The surrounding landscape consists of green hills and fields.

Responsibilities

Surveys and Inspections

a) Tree safety surveys

Undertake systematic inspections of trees and hedgerows along the Trunk Road Network in accordance with Welsh Government Trunk Road Maintenance Manual (WGTRMM) requirements. This includes all trees within falling distance of the highway or causing an obstruction to visibility or lights, both those growing in the Welsh Government (WG) Trunk Road soft estate as well as third party privately owned trees. It also includes trees growing in the soft estate within falling distance of a third party property.

b) Woodlands

Undertake surveys and inspections of the woodlands and planted plots within the soft estate and recommend management, implement and record. Identify tree pest and diseases, non-native species that may pose a threat to tree health or biodiversity. Undertake ad-hoc surveys of trees at the request from others such as Welsh Government, NMWTRA staff or a complaint from the public.

c) Biodiversity

Identify constraints that may impact on management of trees or woodland such as protected species, sites or designations Tree Preservation Orders, Conservation Areas and arrange necessary surveys or applications for consent. Undertake inspection or monitoring of biodiversity infrastructure and other soft estate assets as required by the Environmental Co-ordinator or Ecologist.

Maintenance

Design and implement management programmes for soft estate works in accordance with Welsh Government environmental management plans, the Design Manual for Roads and Bridges (DMRB), legislation and best practice requirements. To organise and prioritise work schedules for the delivery and management of tree and hedgerow remedial works programmes. To design and implement management programmes for the woodland areas and hedgerows to include thinning, pruning and, tree disease management and enhancing biodiversity as agreed with the Environmental Co-ordinator or Ecologist.

Capital Improvements

Provide assistance to the Ecologist and Environmental Co-ordinator in identifying opportunities for risk mitigation and improvement works and liaising environmental works at the same time as other asset management work programmes.

Provide support and assistance to the Delivery & Inspection Unit and service providers in the design and implementation of planned capital improvement projects including work programmes for street lighting, structures, drainage and geotechnical works and ensure that trees are adequately considered and given appropriate protection to roots etc.

To liaise with and oversee, service providers and supervisors engaged in the construction of biodiversity improvement works.



Person Specification

You should refer to these job specific criteria in your application form.
Job Specific Criteria

Essential

We're looking for someone who has the ability to lead a team, is self-motivated and is able to work under pressure.

Qualifications and relevant training

Essential

We're seeking someone who has an arboriculture related qualification equivalent to a Level 4 qualification plus relevant experience **or**, an arboriculture related qualification equivalent to a minimum of a Level 3 qualification with extensive relevant experience

Relevant Experience

Desirable

We're looking for someone with practical arboriculture experience with at least 3 years post qualification experience, and experience of working with Contractors

Skills and specialist knowledge

Essential

Ability to organise work priorities, forward plan and deliver programmes on time
Good interpersonal, report writing, communication and presentation skills
Ability to adopt to a broad range of operational issues
Ability to receive, assimilate and evaluate information from multiple sources
Ability to effectively coordinate and manage the delivery of works programmes through service providers
Detailed knowledge of legislation, standards and other policies relating to environmental management
Specific understanding of IT software utilised in managing tree maintenance e.g. Geographic Information Systems (GIS) and database tools
Current valid driving licence

Language requirements

Essential

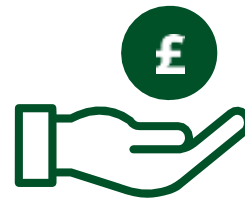
The ability to speak English is essential for this role.

Working for the North & Mid Wales Trunk Road Agent

NMWTRA is an exciting place to work. We have progressive policies and a commitment to training and development.



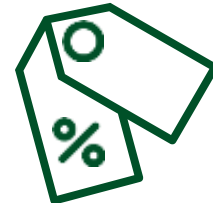
- 26 days of annual leave per year.
- 8.5 days of public and statutory holidays.
- Hybrid working minimum 2 days in the office.
- Flexible working hours.



- Incremental pay increase
- Generous Local Government Pension Scheme further information on the [Gwynedd Pension Fund](#) website.



- The opportunity to work in beautiful locations across North and Mid Wales including 1 national parks, 50 nature reserves and 1,680 miles of stunning coastline.



- Assisted car purchase & cycle to works schemes
- Lifestyle savings on groceries, holidays, eating out, DIY, electricals, insurance, motoring, and much more!



- On the job learning and exciting career development opportunities.
- Contribution towards the membership of professional bodies which are relevant to the work.



- MEDRA Counselling service - free and confidential counselling service for staff
- Generous maternity, foster, adoption, and shared parental leave