



North & Mid Wales Trunk Road Agent

Route Manager

Recruitment Pack



Welcome from the Head of Service



MARK MCNAMARA
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.

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 Route Manager to join an exciting and growing team.

Salary: PS4 (SCP 35-37) £43,421 - £45,441

Duration: Permanent

Location: Newtown

Closing date: 11/07/2024

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

[**Apply here**](#)

Purpose of post

We are looking for a manager to support the NMWTRA Mid Wales Regional Manager and to undertake the operational management and maintenance of the trunk road single network in the North Powys area of the Mid Wales region.

Delivering to the requirements of the Welsh Government Trunk Road Maintenance Manual and maintaining a safe and efficient Network on behalf of the Welsh Government.

The role is required to assist to manage delivery through Local Authority Service Providers as well as Consultants and Contractors.

You will assist to manage the Emergency Responses, Routine Maintenance and Capital Maintenance within the Mid Wales Region, managing 2 Assistant Route Managers.

The role includes participating in an out of hours service.



Responsibilities

Network Management

To directly manage all aspects of the WGTRMM for the relevant trunk road network including:

- Routine cyclical maintenance functions (programmed works)
- Reactive and emergency maintenance activities
- Resurfacing and other renewals.

To lead on the coordination of network traffic management, including roadspace prioritisation, with other NMWTRA Units and Teams, Service Providers, Framework Consultants, Framework Contractors, Utilities and Developers.

To contribute in the development and implementation of trunk road improvement schemes including National Transport Plan projects.

To assist WG in assessing maintenance requirements based on information from technical surveys and other investigations, to consider and evaluate works options, and to develop annual prioritised works programmes.

To liaise and cooperate with the NMWTRA Traffic Engineer, or others, in investigating traffic related matters, attending road safety audits and developing schemes and proposals.

To liaise and cooperate with NMWTRA Environmental, Structures and Technology teams in the development and implementation of WGTRMM requirements.

To assist WG and the NMWTRA Business Unit by investigating and responding to public enquiries, complaints and Freedom of Information requests.

Operational Management

To manage the delivery and performance of NMWTRA Service Providers in order to ensure safe, effective, efficient, and consistent operation of the dual or single carriageway trunk road network in accordance with the requirements WGTRMM.

To liaise with the NMWTRA Operations Team (e.g. with respect to deployment of Traffic Officer Units) in relation to maintenance and incident response.

To undertake the role of Agency Silver (Tactical) Manager in respect of incident and emergency management. To coordinate and deploy Agency wide resources in response to critical and major incidents and to liaise with the NMWTRA Operations Team, Emergency Services and to engage in NMWTRA internal and Multi Agency debrief processes.

Development Control, Third Party Claims and Land Matters

To assist the NMWTRA lead officer(s) in respect of Development Control, Third Party Claims and Land Matters and be responsible for providing operational information and technical advice.

To contribute to risk management on the trunk road network by the identification of risks. To ensure that appropriate risk reduction measures are implemented e.g. dealing with Category 1, 2 defects and obstructions.

To advise the Regional Manager on appropriate risk reduction measures including identifying future works and network improvements.

Staff Management

To supervise and provide guidance on work undertaken by subordinate staff.



Person Specification

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

Job Specific Criteria

Essential

Ability to work in a Team Environment.
Willingness to take responsibility for own actions within defined parameters.
High degree of self motivation and commitment.
Well developed interpersonal skills.

Qualifications and relevant training

Essential

Degree or equivalent in civil engineering or relevant subject, or HNC plus significant relevant experience.

Relevant Experience

Essential

Significant experience in managing and controlling projects and budgets.
Administration of procurement processes and management of construction contracts.
Management of highway maintenance activities.
Wide range of experience of highway maintenance and/or highway design.

Skills and specialist knowledge

Essential

Ability to organise work priorities, forward plan and deliver programmes.
Good report writing and presentational skills.
Ability to adapt to a broad range of operational issues
Good level of IT skills.
Health & Safety training with reference to the CDM Regulations
Current valid driving licence.

Language requirements

Essential

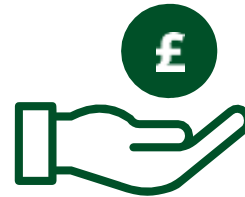
The ability to speak English is essential for this role.

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.



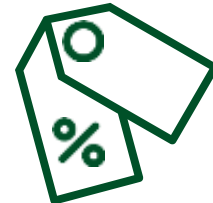
- 26 days of annual leave per year.
- 8.5 days of public and statutory holidays.
- Hybrid working minimum 2 days in the office.
- Flexible working hours.



- 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