



North & Mid Wales Trunk Road Agent



Network Occupancy & Abnormal Loads Officer 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.

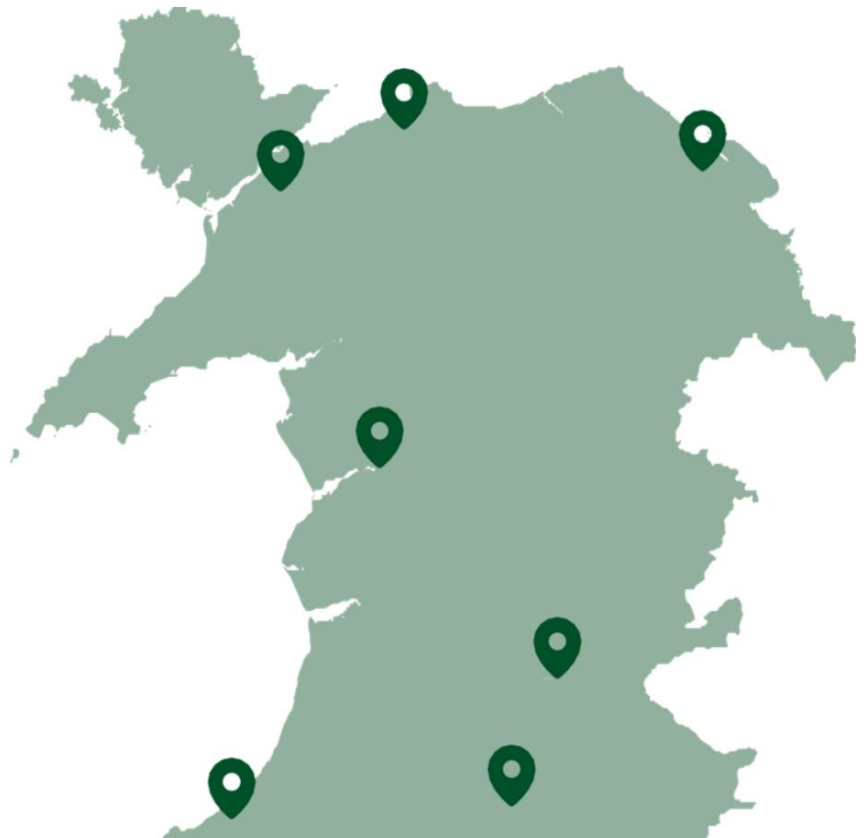
You can contribute to work that will have a lasting positive impact on your local community with an organisation where diversity, equity and inclusion are shared values. We're committed to fostering a work environment that's supportive, respectful, and inclusive, with great opportunities for growth.

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





Job Title: Network Occupancy & Abnormal Loads Officer

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

Location: one of the following locations;
Llandrindod / Newtown / Aberaeron

Closing date: 12/09/2024

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

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

We are looking for a Network Occupancy & Abnormal Loads Officer to join an exciting and growing team.

[Apply here](#)

Purpose of post

To deputise for the Network Occupancy Manager, and assist with network occupancy management and abnormal load management for the Agency and ensuring that NMWTRA fulfils the delegated statutory duties, regulatory enforcement, policies, processes and other requirements. To assist in providing specialist policy and legislative advice and support to Welsh Government and operational technical advice and support to the Business and Network Operations teams.



Responsibilities

To deputise for the Network Occupancy Manager.

To attend on behalf of the Network Occupancy manager :

CSS Street works group, Local and national HAUC meetings, and Partner Authority (PA) Co-ordination meetings as and when required.

To represent the Agency on network occupancy issues in liaison with others including Welsh Government and their suppliers, Partner Authority Service Providers, Designers, Contractors, Utilities, Developers, South Wales Trunk Road Agency, Highways England, A55 UK Highways Ltd, adjacent Highway Authorities, Geo Place, Police & other Emergency Services, attending Highway Authorities and Utilities Committee (HAUC) Meetings.

Network Occupancy Management

To assist on street works management functions including National Street Gazetteer, Additional Street Data, noticing, co-ordination, inspections, reinstatements, roadspace management, events management, embargo periods.

To assist on abnormal loads management;

To assist on permanent / temporary traffic orders & notices management;

To assist on highway regulatory and enforcement requirements including illegal signs, obstructions, works, 'dangerous' trees, street works permits and licences for skips & scaffolding, trading in laybys, temporary traffic signal permits;

To assist on minimising congestion and disruption on the network through the identification of problems and liaison with stakeholders;

To assist on the development and implementation of processes for providing WG with advice regarding Development Control applications adjacent to the trunk road network.

To assist the Network Manager, Delivery Manager and other Agency staff with wider network management issues including for example:

- Incident management e.g. contingency plans and processes;
- Programming of works.
- Development Control

To assist on the protection of trunk road infrastructure from damage e.g. management of inventory records for underground / over ground apparatus on trunk roads and special requirements for statutory undertakers;

To assist on the creation and management of network occupancy management systems, policies and processes;



Person Specification

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

Job Specific Criteria

Essential

Good Interpersonal and Communication Skills
Assertive
Able to effectively lead others
Able to work and contribute effectively as part of a team.
Able to organise workload and perform to meet deadlines.
Able to work under pressure
Self motivated, enthusiastic and committed.

Qualifications and relevant training

Essential

HNC or equivalent in a relevant discipline

Relevant Experience

Essential

Experience working with Network Occupancy management systems

Skills and specialist knowledge

Essential

Good understanding of the Highways act 1980
Good understanding of the New Roads and streetworks Act 1991
Excellent I.T. skills including spreadsheet expertise.
Innovative with good problem solving skills
Full UK driving Licence

Language requirements

Essential

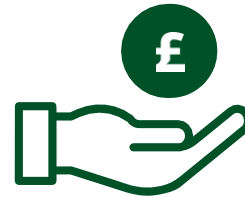
For this post, the ability to communicate in Welsh is desirable and English is essential.

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.



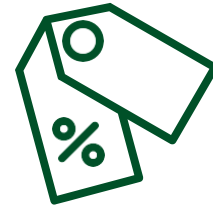
- 26 days of annual leave per year.
- 8.5 days of public and statutory holidays.
- Hybrid working minimum 2 days in the office.
- Flexible working hours.



- 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