



North & Mid Wales Trunk Road Agent

Assistant Tunnels and Technology 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.**

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



Job Title: Assistant Tunnels and Technology Manager



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

We are looking for a Assistant Tunnels and Technology Manager to join an exciting and growing team.

Salary: PS1 (SCP 29-31) £39,862 - £41,771

Duration: Permanent

Location: Conwy (office based)

Closing date: 29/01/2026

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

[Apply here](#)

Purpose of post

- NMWTRA has an exciting opportunity for an enthusiastic candidate to join our dynamic technology team.
- This permanent position is well suited to an individual that is looking to progress their career in technology and electrical asset management.
- The post would suit a candidate that has strong analytical and problem solving skills who is self motivated and able to use their own initiative to complete tasks. A key element to this role is the ability to accurately scrutinise information such as technical drawings, specifications and certificates.
- The ideal candidate would have a passion for technology and innovation. They would support the delivery of projects relating to the deployment of technology on the trunk road network that includes developing innovative products and services, managing resources, budgets and client / stakeholder liaison.
- Raise the profile of the technology team capabilities within the organisation.
- The candidate will gain opportunities to be involved in current and emerging best practices and standards relating to the planning, design and operation of technology solutions.
- The candidate must have excellent communication skills, both written and verbal, with the ability to adapt your style to suit your audience.
- Enjoy working closely with clients and other members of the professional team and playing a pivotal role in developing solutions that exceed our client's expectations.
- Applicants should have experience of working within a supportive environment, be able to logically approach problems and use evidence to reach solutions or recommendations, be comfortable using a range of software, and quickly learn how to use new systems and interfaces.
- The ideal candidate shall have experience and an understanding of asset management systems, electrical installations and Microsoft Technologies such as Word, Excel and PowerBI.



Responsibilities

- To assist the Tunnels Operation Manager or ITS and Electrical Asset Manager to meet the requirement of section 58 of the Highways Act 1980 regarding technology assets.
- To ensure that all routine and specialist inspections and surveys are carried out on the relevant elements of the network in accordance with the WG Trunk Road Maintenance Manual (TRMM) or other adopted management plans.
- To undertake specialist inspections of the technology infrastructure as required by the Tunnels Operations Manager or ITS Electrical Manager to update WG Databases in conjunction with the Asset Unit.
- To ensure the appropriate response to defects and deficiencies identified by inspections, patrols, operational reports/notifications etc. within required timescales, including commissioning, managing, and supervising emergency and other reactive works as and when required using the appropriate Technology Services resources and the Agency Schedule of Rates.
- To monitor the safety provisions and precautions taken by those carrying out any operations within the network including the monitoring of high risk works such as high voltage maintenance and Confined Spaces work, and to assist in the management of all technology aspects of the relevant trunk road network.
- Responsible for the direct supervision of programmes of routine maintenance activities, and to assess the condition and operation of technology infrastructure including work sites such as tunnel infrastructure, post-works. To liaise with other stakeholders concerning reopening where appropriate, and manage reactive and emergency maintenance work
- To assist the Tunnel Closure Principal Contractor Manager with emergency and planned (daytime or night-time) A55 tunnel and headland closure service provision. As part of a designated team of Tunnel Closure Supervisors, manage and Supervise A55 Tunnel closures with specific responsibilities for managing Health and Safety aspects in accordance with Construction Design and Management Regulations for multiple, multidisciplinary contractors undertaking maintenance operations within the Tunnels
- To undertake a programme of audits for inspection, maintenance and inventory record works undertaken by external service providers, to ensure compliance with specifications and standards. To monitor Service Provider performance and address areas of under performance in accordance with Agency requirements.
- To undertake the role of Bronze (Operational) Commander for the Agency in the event of an emergency defined under the Civil Contingencies Act 2004.
- To assist Service Providers in emergency situations to:
 - Implement appropriate traffic management plans, tunnel closures and diversionary routes;
 - Implement emergency repairs to tunnel safety systems and associated infrastructure;
 - Implement appropriate high wind event contingency plans for ITS equipment;
- To assist the Tunnel Operations Manager and Tunnel Safety Officer with risk management on the trunk road network by the identification of risks. To ensure that appropriate risk reduction measures are implemented



Person Specification

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

Job Specific Criteria

Essential

We're looking for someone with the ability to work within a team environment, is able to self-manage and has the ability to show initiative and creativity. Willingness to take responsibility for their own actions within defined parameters, a high degree of self-motivation and commitment, and is well-developed inter-personnel skills.

Qualifications and relevant training

Essential

We're seeking someone who has a HNC in Electrical and or Mechanical Engineering or equivalent qualification plus relevant experience, or significant relevant experience and achievement of HNC in Electrical and or Mechanical Engineering or equivalent qualification within one year of appointment.

Relevant Experience

Essential

We're looking for someone who has experience with highway technology asset maintenance and improvements on a trunk or principal highway network or experience of maintenance, improvement and management of major mechanical and electrical assets in an operational environment.

Skills and specialist knowledge

Essential

Looking for someone who has mechanical, electrical and communications maintenance activities skills and knowledge in an operational environment and associated legislation, is IT literate, has well-developed Oral and written communication skills, has Health & Safety awareness, and holds a 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.



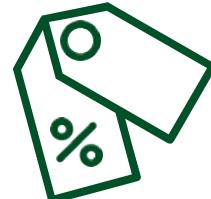
- 29.5 days of annual leave per year.
- 8.5 days of public and statutory holidays.



- 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 park, 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