



North & Mid Wales Trunk Road Agent



Arboriculture 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.

A handwritten signature in black ink, appearing to read 'Mark McNamara'.

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: Arboriculture Officer

Salary: S4 (SCP 26-28)
£37,280 - £39,152

Duration: Permanent

Location: Bangor / Conwy / Halkyn
/ Dolgellau/ Aberystwyth/
Llandrindod/ Newtown

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

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

Closing date: 10am 02/10/2026

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.



The post includes the following responsibilities with the Job Description providing a more comprehensive background to the post:

- Budget planning, allocation and commissioning
- Organise and prioritise work schedules to meet targets and deadlines
- Planned and reactive WGTRMM activities undertaken by service providers
- Management of Contractors (20+)
- Undertake systematic inspections of trees and hedgerows along the Trunk Road Network in accordance with Welsh Government Trunk Road Maintenance Manual (WGTRMM) requirements.
- Undertake surveys and inspections of the woodlands and planted plots within the soft estate, working with the wider environmental team to recommend, implement and record a objectives-based management plans for the woodland areas and hedgerows
- 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 Arboricultural and Environmental Co-ordinators and or ecologist.
- 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.
- Provide assistance to the Arboricultural and Environmental Co-ordinators and Ecologist 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
- To comply with health & safety aspects of the Environment team including implementing risk management through compliance with for example established safe systems of work and operational risk assessments. To ensure that health, safety, environmental risk assessment processes are fully considered in all aspects of the work of the environmental service such as traffic management.



Person Specification

Job Specific Criteria

Essential

We're looking for a confident and organized individual with the ability to work under pressure. You should be self-motivated and committed. The role requires the ability to work both independently and as part of a team, as well as flexibility to work additional hours when required to support operational needs.

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

Essential

You should have practical arboriculture experience with at least 3 years post qualification experience and experience of working with Contractors

Skills and specialist knowledge

Essential

You should be able to demonstrate the ability to organise work priorities, forward plan and deliver programmes on time. Good interpersonal, report writing, communication and presentation skills. The ability to adopt to a broad range of operational issues and to receive, assimilate and evaluate information from multiple sources. The 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. You should have a current valid driving licence

Language requirements

Essential

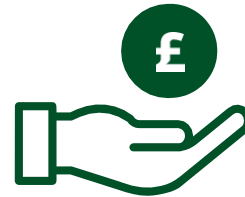
The ability to speak English is essential for this role, as well as entry level Welsh.

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.



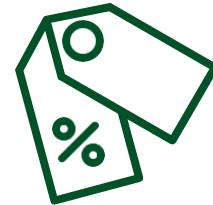
- 29.5 days of annual leave per year.
- 8.5 days of public and statutory holidays.
- Flexible working hours.



- 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