



North & Mid Wales Trunk Road Agent

Environmental 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.

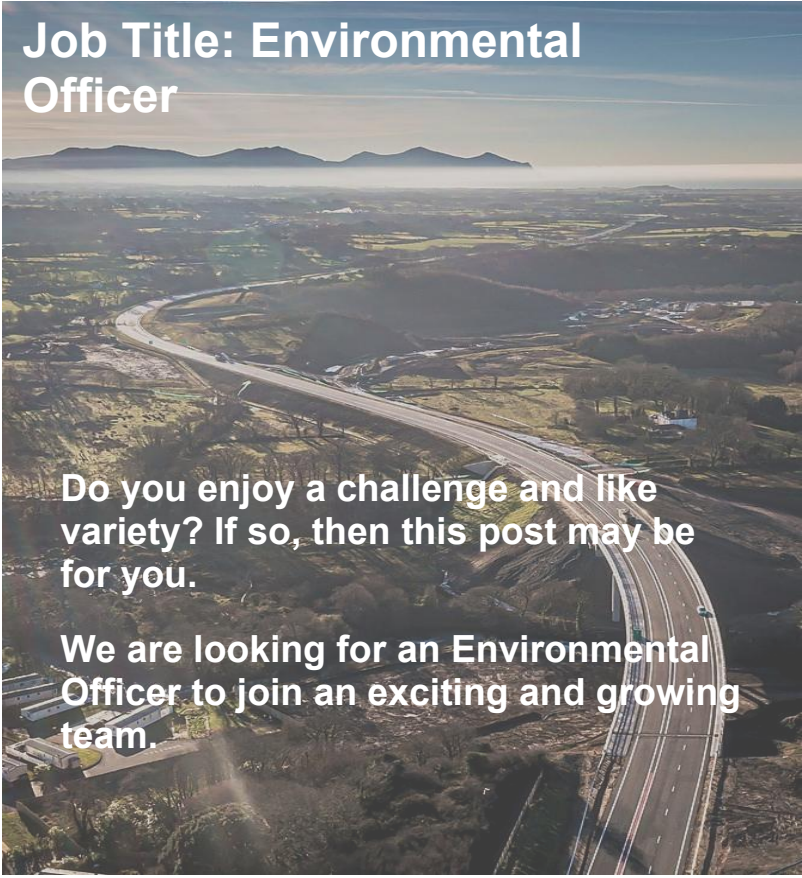
A handwritten signature in black ink, appearing to be 'Mark McNamara', written in a cursive style.

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: Environmental Officer

Salary: S4 - £38,510 - £40,444

Duration: Permanent

Location: One of the following office locations –

Parc Menai / Conwy / Halkyn /
Dolgellau

Closing date: 17/10/2026

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 an Environmental Officer to join an exciting and growing team.

[Apply here](#)

Purpose of post

The purpose of this post is to assist the Environment Team with implementing the requirements of environmental legislation and Welsh Government (WG) policy.

The Environmental Officers are responsible for managing and implementing a rolling programme of soft estate inspections and ecological surveys for the trunk road network in accordance with WGTRMM, DMRB and the Highways Act (1980). To identify, manage and improve the soft estate and ecological inventory and assets including wildlife infrastructure in accordance with WGTRMM, DMRB and WG commitments.

The Environmental Officers also actively participate in the development and continual improvement of Soft Estate / ENVIS and other environmental data collection methodology and its application. Manage programmed, routine and reactive maintenance activities and environmental management associated with the soft estate and supporting assets (e.g. Invasive Non-Native Species (INNS) control, tree planting, wildflower works, wildlife infrastructure etc.) including supervision of works.



Inspection and Inventory Function

- To assist with the management of environmental inspections including of the soft estate and wildlife / ecological inventory on the trunk road network in accordance with the requirements of the Welsh Government Trunk Road Maintenance Manual (WGTRMM), The Highways Act (1980) and Welsh Government asset management systems.
- To undertake inspections for the creation of soft estate and ecological inventory information detailing new and existing assets in accordance with WGTRMM including woodlands, grasslands, water bodies, amenity areas, biodiversity assets (such as bat boxes, badger tunnels, hibernacula). The survey data is to be recorded in WG asset management systems.
- To programme and undertake soft estate / environmental inspections to comply with WGTRMM, legislation and other Welsh Government policy commitments.

Ecological & Environmental Survey Function

- To carry out checks for nesting birds in line with NMWTRA bird licence requirements (for works which cannot be undertaken outside of the bird nesting season).
- To assist with the management of ecological surveys on the trunk road network in accordance with the requirements of the Welsh Government Trunk Road Maintenance Manual (WGTRMM), scheme and budget commitments.
- To carry out more detailed surveys of the soft estate (e.g. rapid assessments of wildflower grassland plots) to enable appropriate management actions to be identified and procured in a timely manner.

Management

- To deputise for the Environmental Co-ordinator when required.
- To manage external service providers (Contractors / Partner Authority workforce / Other external service providers) including providing instructions / supervision / work audits).
- To assist and advise the Environment team and Welsh Government regarding improvements to biodiversity, landscape and / or environmental management.

Maintenance & Improvement Function

- Assist with managing the commissioning, implementation and compliance of programmed, routine and reactive maintenance functions associated with the soft estate.
- Manage defect repairs and routine maintenance functions within seasonal time constraints, available budgets and road space constraints.
- To provide support to NMWTRA teams and supply chain to manage the risks of damaging or disturbing ecosystems in accordance with legislation, policy and best practice guidelines.

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

Personal Attributes

Essential

Ability to work in a team environment

Self-motivated and committed

Well-developed interpersonal skills

Ability to work safely under pressure

Able to work with limited supervision

Good organisational skills

Able to carry out site-based survey work, often in areas adjacent to high-speed trunk roads

Frequently work hours which are outside normal hours as required

Qualifications and relevant training

Essential

HNC/HND/NVQ (Level 4) in an environmental related subject and 5 years' industry experience OR Degree or MSc in an environmental related subject.

Relevant Experience

Essential

Experience in environmental inspection and surveys.

Skills and specialist knowledge

Essential

Ability to use Geographical Information Systems (GiS)

Ability to work under own initiative and as a part of a team.

Well-developed communication skills, both oral and writing.

Good organisational skills.

Creativity and problem-solving skills.

Ability to adapt quickly to changing situations.

Knowledge of relevant Health and Safety legislation

Current valid Driving Licence

IT skills use of Microsoft Office suite of programs including Word and Excel

Language requirements

The ability to speak Welsh is desirable and 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.



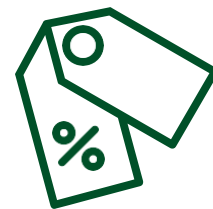
- 29.5 days of annual leave per year.
- 8.5 days of public and statutory holidays.
- Flexible working hours.



- 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