



JOB DESCRIPTION

Job Title: Traffic Management Planner

Reports to: Depot Manager

Location: Stoke

Job Profile

As an experienced Traffic Management Planner you will be required to work on Traffic Management Schemes for a range of projects, assisting and advising the depot manager to help them to run smoothly and efficiently to achieve maximum production in a working day, whilst maintaining a high Health and Safety standard. This role requires flexibility due to the nature of the business. Candidates must be able to work both days and nights including some weekends. You must have a can do and responsible attitude to work

Main Duties

- Make sure all work is carried out according to safe working methods and best practice procedures
- Carry out risk assessments and method statements on works involving traffic management
- Ensure that all activities associated with the job are carried out according to laid down procedures where possible. Identify areas that can be improved and report to your line manager
- Ensure that daily vehicle checks are carried out – to ensure cleanliness and tidiness of vehicle and the safety of the driver and passenger
- Promote positive company image whilst at work (via wearing of company clothing, attitude, and site cleanliness)
- Demonstrate initiative by constantly looking to see where improvements can be made
- Ascertain when management intervention is required
- Adhere to time keeping
- Daily contact with Network Plus representative to maximise both potentials
- Daily contact with rental manager to ensure correct equipment is booked for the job packs

Experience and Qualifications Needed

- Lantra 12D T1 and T2 accreditation as a minimum
- Provide evidence that you understand the differences between Chapter 8 and the Safety at Street Works and Road Works (red book) and how these apply
- Full valid UK driving licence
- Be able to read and understand CAD drawings, in relation to the works required
- Preferably to have mechanical ability in relation to Traffic Lights

Behavioural Aspects

- Self organisation and prioritising – job holder should demonstrate the ability to organise their work in such a way that tasks are completed accurately and on time
- Develop & maintain good working relationships with colleagues & superiors – job holder should be able to demonstrate good communications with colleagues and superiors, engendering support and respect from them
- Record keeping – job holder should be able to demonstrate records of work undertaken and completed as well as work in progress
- Use of work tools – job holder should demonstrate competence using all work tools, e.g. Traffic Lights systems
- Initiative and confidence – job holder should be able to demonstrate a willingness to contribute new ideas to improve things and should be able to determine when to refer a matter to someone else or whether to deal with it themselves
- Must be physically strong and be able to work in all weather conditions



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