



## **WORK EXPERIENCE PLACEMENT PROFILE**

<b>Department:</b> Highways
<b>Location:</b> Highways Section The Basin Abercynon Mountain Ash CF45 4RR
<b>Information about the Department</b>  The Highways Department consists of a range of small teams that provide an highways service to the organisation. The teams are; <ul style="list-style-type: none"><li>• Highways – Streetworks Inspector</li><li>• Street Lighting</li><li>• Administration</li><li>• Highways Operative</li></ul> The services the departments provides include; <ul style="list-style-type: none"><li>• Highways &amp; Street Lighting officers carry out the routine safety inspections of the highway to identify items of maintenance for inclusion in future programmes as well as lesser matters that require more immediate attention. Each inspection needs to be diligently recorded for future reference to ascertain the rate of deterioration of a street and to allow defence to be established in connection with third party accident claims.</li><li>• Any works required as a result of an inspection will generate a works order (electronically) to the highways operations team and outside contractors utilising contractual and other arrangements permitted by legislation and subsequently supervise and determine the value of the works undertaken.</li><li>• The Team investigates requests for service from customers, MP's, AM's, elected Councillors, residents and public interest groups and where appropriate, budget permitting, and issue works orders to rectify the problems.</li><li>• The New Road and Street Works Act 1991 imposes obligations and responsibilities on the Street Authority (usually the Highway Authority), utility companies and others who undertake works in the highway. There is a requirement to register, control and coordinate all activities via our Street Works team.</li></ul>
<b>Summary of Work Experience Programme and Potential Tasks:</b> <ul style="list-style-type: none"><li>• Learn how highways &amp; street lighting supports the Council in its day to day operations</li><li>• Work alongside inspectors, administration and operatives learning new skills</li><li>• Gain basic highways maintenance technical knowledge and hands on experience</li><li>• e.g. word processing / Data Inputting / emailing records / typing support and the maintenance of the relevant filing systems.</li><li>• e.g. Safety Fence, tarmacing, kerbing, paving, fencing, walling, ironwork, drainage, , winter maintenance and emergency works.</li></ul>
<b>Essential criteria</b> <ul style="list-style-type: none"><li>• Enthusiastic and a keen interest in highways maintenance</li></ul>