

JOB SUMMARY

Post Title	Network Manager						
Job Family	<i>Partnership, Commissioning and Contracts</i>	Pay Range	14	Line Manager to others?	Yes /No	Role profile ref	PCC14
Service Area	Neighbourhoods						
Line Manager	Strategic Manager Highways and Transport						
Location	Daish Way Newport						

<p>Job Purpose</p> <p>Working in collaboration with the Network Management team this role forms part of the Senior Contract Management Team (SCMT) providing support to the Strategic Manager and the Service Director to ensure an effective scrutiny framework; performance management of SPV/OpCo; site inspections and audits; communication with stakeholders including elected members and Town and Parish councils</p> <p>To act as the first Deputy Contract Manager in support of the Strategic Manager and Service Director.</p>

<p>Job Context</p> <ul style="list-style-type: none"> • Lead and manage the network function on all network management and operational aspects of the Highways PFI contract • Manage the scrutiny and approval of the Operations and Maintenance (O&M) programme and planned investment • Review maintenance strategies for all assets within O&M Programme • Scrutinise NRSWA & Road space bookings, emergency road closures and SU programme • Manage route, safety and cleansing inspections • Review Service Provider performance – weekly, monthly and annually and identify performance failures against contract and instigate internal audits to establish contractual position. • Lead on managing Network Board, Programme Board and Member Review Board • Manage client-side correspondence with public, members and Town and Parish Councils • Approve CIP/LCR proposed treatments, designs and programming • Approve condition survey methodology, surveyor selection and condition indices, structures inspection and maintenance strategy and schemes on recommendation by the Group Engineer • Establish handback conditions • Lead on Communications, Press Releases and maintenance of PFI website

Knowledge, Skills and Experience			
Role Profile requirements.	Job specific examples. (if left blank refer to left hand column)	Essential	Desirable
Substantial relevant experience as a professional expert in a large / complex organisation with expert knowledge in the specialist field.	Substantial experience of successfully operating in a professional network management role in a comparable organisation.	E	
Expert knowledge and understanding of the systems, policies, procedures,	High level of knowledge of the management of Highways Services including contract	E	

JOB SUMMARY

professional guidelines, legislation, best practice and emerging developments within the scope of the service area.	management.		
Excellent knowledge of the service and partner / provider relationships and wider sector / external influences.	Able to demonstrate a high level of knowledge of network management and associated processes and a strong understanding of best practice in the highways industry.	E	
Experience in strategy / market development.	Able to demonstrate and understanding of strategic procurement	E	
Good ICT skills including Microsoft applications and specialist systems.	Ability to demonstrate competent use of Microsoft and other Highway service specific applications	E	
Excellent communication, interpersonal and influencing skills. Authority and credibility to build relationships influence and engage successfully with colleagues, partners, providers and stakeholder at all levels in complex or politically sensitive situations.	Strong communication, influencing and negotiating skills, with a demonstrable impact on the successful delivery of strategic objectives.	E	
Proven research, analysis, interpretation and evaluation skills, demonstrating the ability to identify and diagnose complex problems/issues and develop effective solutions.	Proven ability to analyse and solve complex network management issues in a Highways service, with sound investigatory skills and contemporary working knowledge of best practice.	E	
Experience of leading partnership working and representing the organisation externally.	Proven experience in the leadership/ delivery of network management functions in a partnership arrangement.	E	
Excellent planning and organisational skills, to manage a range of complex activities and to achieve targets and objectives.	Good understanding of planning and organisational best practice and relevant successful experience.	E	
Experience of managing significant budgets and resources	Able to demonstrate experience of successfully managing significant capital and revenue highways budgets	E	
Initiative, strategic awareness and commercial acumen demonstrated in problem solving and decision making.	Good understanding of commercial considerations and able to demonstrate experience of proactive and strategic management of highways services in a commercial context	E	
Significant experience of setting standards and measures and managing contract compliance / performance.	Excellent understanding of managing major highways contracts and able to demonstrate experience of ensuring effective monitoring and compliance.	E	
Experienced project manager with a good understanding of project management methodologies and systems.	Able to show experience of successfully managing highways projects	E	
Excellent leadership skills to inspire, motivate and develop team members to high levels of performance.	Strong understanding of leadership and able to demonstrate how it is used to produce an inspired and motivated workforce	E	
Qualifications			
Role Profile requirements.	Job specific examples. (if left blank refer to left hand column)	Essential	Desirable

JOB SUMMARY

Educated to relevant degree level or equivalent standard.		E	
Relevant professional qualification.		E	
May require relevant certifications including evidence of fluency in English language.		E	