

Role Profile

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| **Role title** | Senior Technician (Surface Treatment Design) |
| **Business Division** | Surfacing |
| **Grade** | CECS6 |
| **Reports to (role title)** | Surface Treatment Design Manager |
| **Version** | 1 |
| **Job code** | 000651 |

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| **Approving Manager** | Arron Pengelly |
| **Approving Business Divisional Head** | Ryan Gilbert |
| **Approving Director** | Ian Bounsall |
| **Date** | 23/09/2025 |

If you would like this information in another format, please contact:

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**Role purpose**

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| To take a lead role in the design, pricing, and delivery of surface treatment schemes across Cornwall. This includes assisting in managing the full lifecycle of treatments such as Surface Dressing, Resurfacing, Patching, Retexturing, Micro Asphalt, Preservation, and Joint Treatments. The role also encompasses preparatory works and operational supervision, ensuring high-quality, cost-effective, and timely delivery of all surface treatment programmes.  **Person Specification**  **Essential:**   * Proven experience in surface treatment design and delivery. * Strong understanding of surfacing techniques and materials. * Ability to measure and price works accurately. * Experience supervising operational teams and sub-contractors. * Excellent organisational and communication skills. * Full UK driving licence. * Good Leadership Skills   **Desirable:**   * Relevant qualifications in Civil Engineering or Highways Maintenance (HNC). * Knowledge of local authority or public sector working environments. |

**Dimensions**

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| **Annual financial accountability** |
| Post holder is responsible for organising and assisting with managing the design of schemes within the Capital funded Surface Treatment Programme within Cornwall. |
| **Direct accountability for the following roles** |
| Up to four staff including Graduate Technicians. |
| **Total number of employees that report to the role (directly and indirectly)** |
| Approximately 20, inclusive of Design Staff, Site Agents and Clients. |
| **Other key statistics** |
| Length of road network - 7,291km  No of Structures – 1500 bridges and 1200 retaining walls No of Depots – 3 major, 10 satellite, 150 chipping bays  No of schools served (cleaning, catering, landscaping and grounds maintenance) –  220  Nos. of households serviced weekly by this service 85,000 Recycling and composting rate in 2007/08 – 34.2%  12 (increasing to 14 by 2012) waste recycling centres 5 refuse transfer stations  In excess of 900 recycling bank locations 4300km of footpaths and bridleways 200km multi use trails  350km of coastal footpath  6% of the County open to public access. |

**Context**

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| CORMAC is a wholly owned Cornwall Council company which started providing services in April 2012. Our priorities aligned with those of Cornwall Council are to contribute to sustainable economic growth, to create a better environment, to contribute to resilient and safe communities and to become a high performing company through continual improvement.  Working for both public and private sector clients, CORMAC concentrates on developing an effective integrated multi-service delivery model offering start-to-end services. CORMAC is a collective of a diverse range of services including maintenance, construction, management, technical, supply and support services working across the environmental, infrastructure, highways, facilities management, consultancy and fleet sectors.  CORMAC provides local communities with the essential services for everyday life through a multi-service delivery model, maximizing the value and effectiveness of the solutions we provide through our local experience and diverse, locally based resources. Our technical resources enable us to not only to deliver frontline services, but to also design the way they are delivered, developing a collaborative relationship with clients and communities to create innovative solutions for service delivery.  CORMAC Contracting is the company’s key area for business growth offering civil engineering and construction, including highway infrastructure, public realm works, land remediation, building construction and refurbishment. This role will work closely with construction and engineering professionals and assist in the delivery of operational works and schemes.  Working with the Senior and Project Quantity Surveyors, contractors, suppliers and partners, the role will seek to deliver individual projects/schemes on time and on budget and make a significant contribution to the ongoing success of the business. |

**Accountability**

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| 1. To assist with the design and delivery of the Surface Treatment Programme and to assist in determining appropriate levels of labor, plant and materials required to undertake the work in the most efficient and economic manner to meet agreed Programme of works and profit targets. 2. To provide adequate design information to enable the delivery of the Surface Treatment Programme within a designated area. To take a lead role in organizing site investigations/Technical Surveys in order to assist overall Design. 3. To observe and comply with all applicable rules, regulations, legislation and procedures, in particular Health and Safety. 4. To ensure all work is undertaken in accordance with current standards of practice and to an acceptable standard of quality. 5. To assist in the supervision of works on site to ensure that the design aims are achieved. 6. To assist with the development and management of detailed works programs to deliver the schedules of works in accordance with the constraints and timescales agreed by clients. 7. To ensure waste disposal arrangements are suitable. 8. To provide local and specialist knowledge and advice to staff in other sections of CORMAC Solutions Ltd. 9. The preparation of estimates and quotations and to assist in completion of tender documentation for proposed work to ensure that creative and innovative submissions are made in association with competitive bids. 10. To adhere to relevant Health & Safety legislation and to carry out all duties efficiently, economically and to ensure the safety of yourself, other team members and the general public, and to wear the appropriate personal protective equipment. |

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| 1. To investigate and resolve queries from the elected members, parish/town councils and the general public on matters relating to schemes being delivered. 2. To utilise the works ordering and processing system(s). 3. To be aware of and adhere to applicable rules, regulations, legislation and procedures e.g., Cormac (Equal Opportunities Policy/Code of Conduct), national legislation (Health and Safety, Data Protection). 4. To maintain confidentiality of information acquired in the course of undertaking duties for the service. 5. To be responsible for your own continuing self-development, undertaking training as required. 6. To represent the business, and attend where required, meetings both internal and external to cover for the Design Manager. 7. Provide cover for the Surface Treatment Design Managers duties during periods of absence or annual leave. 8. To provide training and coaching for Graduates, Technician and other Junior members of the team. 9. To undertake other duties appropriate to the grading of the post as required. |
| **Key objectives for the next 12 months** |
| * **Scheme Design & Measurement**   + Design and accurately measure surface treatment schemes.   + Produce detailed works packages for operational delivery teams.   + Ensure designs are compliant with relevant standards and specifications. * **Programme Delivery**   + Oversee the delivery of surface treatment schemes from planning through to completion.   + Supervise surfacing gangs and sub-contractors on-site, ensuring safety, quality, and productivity.   + Coordinate preparatory works including civils, siding, flailing, and sweeping. * **Commercial & Pricing**   + Prepare accurate pricing for schemes, ensuring value for money.   + Support budget management and cost control throughout the project lifecycle. * **Team & Stakeholder Coordination**   + Assist the Surface Treatment Design Manager in planning and organising workloads for the design team.   + Attend and contribute to internal and external meetings.   + Provide cover for management duties during periods of absence or annual leave. * **Health, Safety & Compliance**   + Promote and ensure adherence to health and safety regulations.   + Maintain compliance with environmental and quality standards. |

**Competencies and other requirements**

We use the following criteria below to assess your suitability for the role; please refer to the recruitment & selection column to establish at which stage the criteria are assessed.

Requirements assessed at the ‘Application’ stage represent the minimum essential requirement for shortlisting purposes.

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| **Behavioral Competencies** | **Recruitment and selection** |
| **Focusing on Customers**  Understanding internal and external customer needs and wants and delivering in a customer focused way. Dealing effectively with customers and going the extra mile to deliver excellence in customer service.   * Ensuring others’ awareness of their internal and external customers, ensuring self and others have a thorough understanding of customer needs. * Ensuring processes and practices enable flexibility to respond to individual customer needs. * Encouraging people to be flexible in how they deliver to individual customer needs. * Using customer feedback systems to identify and take appropriate action. * Ensuring diversity policies and practices are followed when dealing with customers. * Monitoring the outputs of self and others to ensure they meet quality and customer service standards. * Ensuring safeguarding policies and practices are followed when dealing with customers. | **Interview** |
| **Delivering Results**  Delivering tangible results and driving and supporting achievement of potential. Relentlessly striving for excellence and delivery of corporate, team and personal objectives.   * Setting and agreeing stretching targets, objectives and standards for others. * Anticipating barriers to delivery and taking action to remove them. * Ensuring self and others understand the links and flow between corporate, directorate, service, team and individual objectives. * Promoting the need for self and others to focus on inputs and outputs. * Reviewing own and others’ delivery against individual, team and directorate /service objectives. * Expressing enthusiasm and commitment to achieve results. | **Interview** |
| **Managing resources, performance and risk**  Managing resources to deliver best value. Taking a rigorous approach to risk management and reporting. Paying attention to detail and driving and supporting legal and governance compliance. Seeking, implementing and managing approaches to ensure delivery of high performance.   * Seeking ways to use resources to achieve best value. * Evaluating and allocating resources to achieve best value. * Promoting and adhering to risk management requirements. * Anticipating issues and taking action to mitigate risk. * Promoting and checking own and/or others’ attention to detail,   and legal, policy and governance compliance.   * Ensuring use of internal processes and systems. * Directly addressing performance issues impacting on delivery | **Interview** |

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| **Communicating, influencing and promoting the Company** Communicating credibly, with impact, in ways that promote understanding by a wide range of people. Choosing the optimum time to intervene, verbally or in writing, to achieve most impact. Speaking and writing clearly and fluently. Listening attentively and maintaining confidentiality. Promoting the Company internally and externally.   * Using the most appropriate communication vehicle and style for the audience and message. * Identifying and acknowledging the needs of others, to gain commitment. * Encouraging others to actively listen and check their understanding. * Ensuring continuous two-way communication. * Presenting a clear well-reasoned case and selling benefits to others. * Promoting team and organizational successes and achievements both internally and externally. | **Interview** |
| **Continuously developing and improving**  Demonstrating interest and a desire to learn. Inspiring and encouraging others to develop. Seeking opportunities to continually improve own and others knowledge, skill and competence. Identifying and maximizing talent by engaging and developing people to be the best that they can be.   * Seeking and taking opportunities to coach and develop others. * Supporting others in planning, monitoring and evaluating their personal development. * Encouraging and supporting others to look for opportunities to improve the way things are done. * Promoting, encouraging and supporting continuous individual and team development and performance improvement. * Encouraging open debate and challenge, innovation and continuous improvement. * Analysing, responding to, and learning from success and failure. | **Interview** |
| **Championing Change**  Anticipating and preparing for the future and adapting to changing circumstances. Taking a constructive approach to change and championing the benefits and the need to adapt. Transforming and aligning Cormac in a new and challenging direction.   * Explaining the reasons for change and promoting the positive aspects and benefits of change. * Encouraging and supporting others to deal with change and tolerate ambiguity, keeping people informed of progress during change. * Proactively seeking information on possible future developments. * Proactively consulting those who might be or are affected by change and assessing and acknowledging the impact of change on people. * Acknowledging the concerns of others and respecting their different views, acting objectively and supportively to address others’ concerns. * Ensuring own verbal and non-verbal cues communicate calm measured responses to change. | **Interview** |
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| **Collaborating and working in partnership**  Collaborating with colleagues and internal and external stakeholders and partners. Building, maintaining and utilizing positive internal and external partnerships. Embracing cross-cutting agendas. Promoting  Cormac’s broader community agenda.   * Supporting the actions and decisions of self and others. * Proactively seeking opportunities to collaborate to maximize outputs. * Proactively seeking, developing and utilizing value adding internal and/or external relationships. * Actively seeking to engage and involve relevant others. * Ensuring own accessibility and pro-actively supporting colleagues and team. * Identifying and ensuring win-win outcomes for self and others. * Promoting good equalities practice and valuing diversity. | **Interview** |
| **Using information and making decisions and improving**  Using information to make judgements, inform decisions and solve problems. Organizing information to support evidence-based views and proposals. Organizationally aware, seeing the “Big Picture” and how the organization works. Thinking beyond the present to develop plans and strategies tailored to future individual, team and /or organizational needs.   * Organising information in a way that supports analysis and identification of possible solutions. * Taking full account of a significant level of detail to analyze, make judgements and take decisions. * Identifying and analyzing facts, patterns and trends to make judgements. * Ensuring own and others’ understanding of the validity, relevance   & limitations of different sources of information.   * Making balanced judgements and decisions when information is incomplete. | **Interview** |
| **Leading Courageously**  Credible, visible and focused, the Cornwall leader makes bold decisions and stands by them. Has the integrity and bravery to speak or act when others may sit on the sidelines. Addresses unpopular or uncomfortable issues and faces the consequences. Acts assertively and with respect towards others. Has the courage of own convictions.   * Ensuring visibility within own immediate team and to colleagues. * Presenting own views whilst acknowledging and taking account of other people and their views. * Critically evaluating the opinions and views of others at the appropriate time.   Assertively stating and supporting own points even when others are not actively responding. | **Interview** |

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| **Functional competencies** | | **Recruitment and selection** |
| A sound practical background in highways issues is essential to enable the post holder to make decisions relating to Surface Treatment issues. | | Application Form Interview |
| Experience in dealing with a wide range of stakeholders both internal and external to the Company. This will require good oral communication skills and an appropriate level of competence in the use of computers. | | Application Form Interview |
| Sound and thorough understanding of health and safety legislation and environmental law related to the delivery of an operational service. | Application Form Interview |
| Experience in managing and supervising operational staff engaged in front-line service delivery to ensure that service standards are met. | Application Form Interview |
| Good organisation and planning skills | Application Form Interview |
| Ability to work on own initiative with the minimum of supervision | Application Form Interview |
| Ability to work to timescales and under pressure | Application Form Interview |
| Ability to work as part of a team | Application Form Interview |
| Work measurement experience | Application Form Interview |
| Proven experience of building relationships with Clients | Application Form Interview |
| Proven Knowledge of CDM Regulations | Application Form Interview |

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| **Qualifications, training or other requirements** | **Recruitment and selection** |
| HNC qualification within the Civil engineering industry and experience in Surface treatments. | Application Form Interview |
| Membership of a professional body at appropriate grade | Application Form Interview |
| Relevant health and safety certificate or qualification | Application Form Interview |
| Successful and consistent achievement at a supervisory level in a relevant functional area. | Application Form Interview |
| This post is subject to a DBS check | **NO** |
| This is a politically restricted post | **NO** |

**Structure chart**