

Job

DESCRIPTION

1. **Job Title:** Coastal Process Scientist – Fixed Term
- Name:**
- Department:** Operations
- Section:** Coast Protection
- Salary Band:** 5-6
- Current Base:** National Oceanography Centre, Southampton
- Post No:** P00077
- Essential Car User:** No
- Lease Car:** No
- Politically Restricted:** No

2. **Main Purpose:**

To assist in the provision of a comprehensive strategic coastal monitoring programme to the southeast regional partnership.

3. **Position within organisation:**

Post Holder responsible to: Channel Coastal Observatory Director
Post Holder responsible for:* Nil
Post Holder indirectly responsible for:* Nil
Post Holder responsible for budgets: No

* numbers of those directly and indirectly managed/supervised

4. **Main Duties:**

1. Check and analyse survey data from in-house or externally produced surveys and report on the findings to provide accurate information upon which subsequent engineering decisions, are to be based.
2. Supervise and monitor and review engineering consultants' work to ensure it meets the specified requirements and standards in accordance with the engineering brief.
3. Examine engineering work proposals to ensure the proposal complies with stated engineering or other requirements. Make recommendations as to the acceptability of the proposals.
4. Assist in the preparation and maintenance of appropriate scientific records, in particular seabed mapping.

5. Provide advice or information from records necessary to meet the technical requirements of other directorates, outside organisations or individuals.

All employees are required to support the Councils safeguarding policy and undergo any associated training to ensure its functions are delivered having regard to the need to safeguard and promote the welfare of children, young people and adults at risk.

5. Skills, Knowledge and Experience:

Essential:

Hons Degree in environmental science, civil engineering, surveying, or similar.

5 GCSE's at minimum grade 'C'.

Desirable:

Experience in coastal processes, surveying or GIS

6. Problem Solving:

Diversity of engineering/management skills required as post-holders' range of activities includes: Surveying and design, site supervision, checking work of others, measurement and valuation of works, contract law and procedure and general administration.

7. Decision Making:

The post-holder exercises judgement and discretion where appropriate, with more important decisions referred to the Coastal Projects Manager.

As the post is on a career grade, the level of responsibility which is expected of the post-holder will necessarily vary according to the post-holder's personal level within the grade.

The post-holder will mainly work in close contact with their supervisor or line manager.

8. Operational Responsibility:

At introductory stage the post-holder will be working at a routine operational level.

9. Communication:

INTERNAL 80% - Other Council staff.

EXTERNAL 20% - Statutory undertakers and public bodies, Members of the public, Contractors, Consulting Engineers, Private Developers, Architects, Local and County Members, Parishes and/Residents' groups necessitating effective communication with all the above groups. Contact with others at this stage will be mainly with or through Supervisor or Line Manager.

10. Working Conditions:

The postholder may be required to work outside in adverse weather conditions.

11. Special Features:

1. The postholder has personal responsibility, under the current Health and Safety legislation, to take appropriate action when unsafe situations are encountered on construction sites.
2. The postholder will be required to work outside in adverse weather and may be required to be at sea in the near-shore zone in a small boat.
3. The postholder will be required to work some early morning and early evening hours to enable work over low tide periods.

12. Signatures:

Job Holder:

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Manager:

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Date:

Date:.....