

Graduate Civil Engineer

Post Title:	Graduate Civil Engineer
Department:	Infrastructure
Location:	West Midlands Metro, Wednesbury Depot, Potters Lane, WS10 0AR
Reporting to:	Infrastructure Engineering Manager
Direct Reports:	None
Role Purpose:	<ul style="list-style-type: none"> To support West Midlands Metro's (WMM) mission which is to provide a safe and dependable tram service To ensure the smooth transition into maintenance of the West Midlands Metro for new and renewed permanent way, structures, and rail systems assets To provide technical support for maintenance activities To provide technical assurance for the West Midlands Metro infrastructure permanent way, structures, and rail systems assets
Role Responsibilities:	<ul style="list-style-type: none"> Provide input to infrastructure projects at concept design stage advising contractors on WMM's standards and best practice on permanent way, structures, and rail systems Undertake design reviews for new infrastructure permanent way, structures, and rail systems Engage with contractors during construction phase to witness site activities and advice on technical changes Act as WMM's point of contact for permanent way, structures, and rail systems testing and commissioning activities, review and comment on testing and commissioning documentation participate in testing and commissioning Identify new maintenance requirements arising from new or renewed permanent way, structures and rail infrastructure and include these in updated maintenance instructions Support maintenance planning with guidance on suitable spare parts, consumables, tools and equipment for permanent way, and rail systems Develop capability for reliability improvement for permanent way, and rail infrastructure including process for root cause analysis Develop the structures register, to include ownership, maintenance responsibility, and general and principal reports to confirm and document that structures are being maintained and ensuring the tramway is safe to operate within its defined envelope Review quality of asset information on paper and/or in the Asset Management Information System (AMIS) to support Asset Plans, intervening to improve quality as required Attend site as required to oversee work, inspect the condition of the permanent way, structures, and rail infrastructure, or liaise with third party contractors Support maintenance planning in identifying competencies required for maintenance work

	<ul style="list-style-type: none"> • Develop the maintenance instructions, procedures, and associated documents, to help improve reliability of permanent way and rail maintenance • Identify internal and external resource requirements to support engineering assurance. • Work flexibly on occasion as may be required to support emergency works or major planned activity outside normal working hours • Any other duties that are appropriate to the role
Training:	<ul style="list-style-type: none"> • Technical training to support development in the role • Personal Track Safety • IOSH • Courses for new equipment installed as part of upgrade or new extensions • Personal development in management and leadership
Health & Safety:	<ul style="list-style-type: none"> • To be aware of your personal security and the security of your vehicle or place of work • To comply with health and safety instructions and directives issued by management • To use the appropriate safety equipment properly • To wear Personal Protective Equipment where applicable and report any loss • To refrain from the wilful misuse or interference with anything provided in the interests of health, safety, and welfare • To refrain from any action that might endanger themselves, other employees, customers, or members of the public • To ensure that all necessary safety precautions are taken and, if they are in a management or supervisory position ensure that instructions are provided • To report immediately any accidents, incidents or near misses to your line manager as soon as possible and always within 24 hours. This should include both personal injury and vehicle damage • To attend and cooperate in any investigation following an incident as required • To cooperate with your employer in attending and actively participating in any health and safety related training courses as required. To report immediately any hazard, faulty equipment or health and safety concern to your line manager and ensure action is taken to make the hazard safe i.e. fencing them off, using signs etc
Decision Making Authority:	<ul style="list-style-type: none"> • Within the remit of the job responsibilities • Declare permanent way, structures, and rail systems fit for operation or otherwise supported by Infrastructure team
People Management:	<ul style="list-style-type: none"> • Management of contractors as and when required • To work effectively as a member of the Engineering team • To work collaboratively and collectively with and across multi project teams
Legislation & Compliance:	<ul style="list-style-type: none"> • In common with the whole rail industry, the successful applicant will be required to pass a stringent drugs and alcohol test

Person Specification – Graduate Civil Engineer

Tasks:	Level of Experience	Desirable Or Essential
Work Experience:	<ul style="list-style-type: none"> Practical application of civil engineering Ability to problem solve and effective decision-making skills A good working knowledge of, and competent in, permanent way, structures, and rail systems An understand and good working knowledge of project management 	Desirable Essential Desirable Desirable
Education:	<ul style="list-style-type: none"> Degree in Civil Engineering or equivalent Health and safety qualifications such as NEBOSH or IOSH Management qualification to a minimum of ILM 2 or equivalent 	Essential Desirable Desirable
Managing People:	<ul style="list-style-type: none"> Experience of either running a project team or leading others, and ability to directly manage contractors 	Desirable
Communication:	<ul style="list-style-type: none"> Excellent interpersonal skills, able to communicate effectively at all levels within and outside the company Excellent written and verbal communication skills 	Essential Essential
Additional Qualities:	<ul style="list-style-type: none"> A flexible approach to working hours Ability to use own initiative Excellent attention to detail, including making accurate records, creating reports and specifications either computer or paper based The ability to think critically and to have good reasoning skills 	Essential Essential Essential Essential
Personal Attributes:	<ul style="list-style-type: none"> To be trustworthy reliable and punctual Can comfortably work within a team or on their own To be an Ambassador in a professional manner for MML at all times. 	Essential Essential Essential
Driving through Change:	<ul style="list-style-type: none"> Keeping up to date with and promoting industry best practice Evaluate and propose new and innovative technology to improve maintenance effectiveness 	Essential Desirable
Drugs & Alcohol	<ul style="list-style-type: none"> To undertake drugs and alcohol testing in line with current company procedures and policy 	Essential