



## JOB DESCRIPTION

**Job title:**

*Traffic Management Operative*

**Reporting to:**

*Operations Manager*

**Location:**

Premier Traffic Systems Ltd

10A Magheraknock Road, Unit 4 Pinewick Business Park, Ballynahinch, BT24 8TJ.

**Overall purpose of the job:**

To support the Company to deliver expertise and temporary traffic management systems to a variety of clients. To provide an effective and safe service ensuring the safety of construction workers, road users and the general public.

**Qualifications, Skills and Experience:**

- Full and clean UK driving license
- Valid CSR card
- Excellent time management skills
- Be flexible and adaptable
- Hold LANTRA NHSS 12D, 12AB qualifications (desirable)
- Excellent communication and customer service skills
- Ability to think use initiative, plan ahead, prioritise, organise and problem solve

**Key activities & Responsibilities include:**

1. Installing, maintaining and removing temporary traffic management equipment such as cones, signs, frames, sandbags and traffic lights on low-speed and high-speed roads.
2. Compliance with Company policies and procedures and the National Highways Sector Scheme to maintain safe working practices.
3. Completion of daily and weekly paperwork, including timesheets, vehicle checks, site maintenance checks, PQP etc.
4. Communicate with clients, statutory bodies and other contractors in a professional and friendly manner.
5. Housekeeping duties in the yard, ensuring all vehicles, plant and machinery are stored safely and kept clean, tidy and serviceable.
6. Demonstrate an ability to support your team, use your own initiative and maintain good working relationships.

7. Provide all clients with the highest standards of service, promote good working relationships and maintain the highest standards of quality in your work.
8. Commitment to ongoing development and professional growth, including a willingness to learn on the job and complete additional training.
9. Uphold our Company values – Growth, Quality and Relationships.
10. To perform the role in accordance with the Equal Opportunities and Harassment Policy.
11. To perform any other duties as may be reasonably be required from time-to-time; including travel as necessary.

**Other requirements:**

*Due to the nature of this role, candidates must be flexible and available to work various working hours, such as days, nights, weekends and public holidays.*