

Neighbourhood Service



JOB DESCRIPTION


Rushcliffe

Technical Support Officer

Grade LS13	Post Number: TBC
Responsible to:	Streetwise Manager
Responsible for:	N/A
Job Objective:	On behalf of the Service Manager – Neighbourhoods, support the day to day operations across Streetwise service area.
Main duties and responsibilities:	1. Deliver the Streetwise service to residents and partners by ensuring that resources, both staff (including agency supply) and vehicles, are available and fully utilised
	2. To help contribute to the growth of Streetwise in identifying new business opportunities, as well as building on existing partnerships.
	3. Liaise closely with Team Leaders and Co-ordinators in developing and reviewing risk assessments across Streetwise functions.
	4. To actively promote a positive health and safety culture across the Streetwise service area, imbedding it in its daily working practices.
	5. Be part of and contribute to the Streetwise Management Team working in conjunction with the Streetwise Manager
	6. Conduct regular site visits to oversee and ensure quality of works, compliance and safe systems of work.
	7. To provide support and training for employees including general training, induction, tool box talks.

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	8.	Manage the day to day running of the council's off street car parks including the current service level agreements in place, income and revenue expenditure
	9.	Help support the Streetwise Service to streamline ways of working with digital developments.
	10.	Establish and maintain effective working relationships with managers, colleagues and the general public.
	11.	Carry out any other duties that are within the scope and grading of the post which could also be requested by the line manager or Head of Service
<p>Approved by: Luke Colaluca</p> <p>Signed: </p> <p>Date: May 2025</p>		