

Job Title: Safety Camera Operator	
Job Evaluation Number	2420019

JOB DESCRIPTION

Job Title: Safety Camera Operator	Location: Various (see advert)
Job Family: Operational Support	Role Profile Title: BB2 Police Staff
Reports To: Team Leader	Band level: 2E
Staff Responsibilities (direct line management of): Nil	

a. **OVERALL PURPOSE OF THE ROLE:** Defines the role, put simply, why it exists.

The overall purpose of the role is to: Work closely with the other Safety Camera Operators and Road Safety Police Officers to meet with TVP aims and objectives.

b. **KEY ACCOUNTABILITY AREAS:** Define the important aspect of the role for which the job holder is responsible for results or outcomes.

The key result areas in the role are as follows:	% time
1. Undertake roadside safety camera enforcement by utilising vehicle based mobile enforcement equipment.	75%
2. Install roadside safety cameras (both fixed and mobile equipment) and traffic census equipment at selected sites; check, retrieve and rotate such equipment as required and deal appropriately with the raw data and recording medium produced.	
3. Maintain accurate daily records of activity and supply information for evaluation and analysis.	10%
4. Assist in site commissioning prior to adoption of camera roadside furniture. Undertake site inspections to ensure continuing compliance to Government requirements and supply proof of such compliance, for example digital photographs of conspicuity, site plans, etc. To confirm on each visit that lawful enforcement can take place at the location, for example that speed signs are present etc.	5%
5. In contested cases, attend Court to give evidence on the operation of the equipment and to produce exhibits.	5%
6. Provide minor maintenance and problem solving service for all the equipment used. Liaise with manufacturers and service engineers for more serious faults/problems.	5%
Additional comments. This is a physically demanding post and requires an ability to be able to lift heavy objects, both to waist height and shoulder height. The working height from the ground of most camera sites is 5', on occasions it may be necessary to use a step-ladder/ladder to access the fixed housing. Knowledge of relevant Health and Safety requirements re installation of equipment and personal safety essential.	

c. **DIMENSIONS:** Include matters as key result areas that make the greatest demands on the role holder, seasonal pressures, items processed, the number of customers and/or level of authority to make financial decisions or commit other resources.

Further Comments:
Carry out mobile enforcement as required/instructed.
Operate fixed cameras as instructed.

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Attend court as required.
Daily contact with members of the public and deal with confrontational situations.
Work with team members on a daily basis to ensure that mobile enforcement is conducted as required and the number of hours on mobile enforcement sites are met.
Work out day-to-day schedule to make efficient use of time without recourse to Team Leader.
Operate cameras in accordance with NPCC and TVP guidelines without recourse to Team Leader.
Complete accurate written statements of evidence on a daily basis.
Provide demonstrations to Solicitors, Magistrates, Crown Prosecution Service, Highway Authorities, including all sections of the media, other police forces and members of the public.

d. CHARACTERISTICS OF THE ROLE

Expertise: Concerned with the level of administrative, professional and/or technical expertise (knowledge and skills) needed to perform the role effectively; may be acquired through experience, specialised training, and/or professional or specialist education and training.

<i>The knowledge or skills required in the role are as follows:</i>	<i>E/D</i>
1. Good standard of education, including excellent numeracy and literacy skills.	E
2. IT literate including use of spreadsheet and word processing packages.	E
3. Must have capability to travel to different locations across the Force and undertake all assignments in a timely manner. Due to the requirement to work flexibly, unsocial hours and personal safety for lone working; public transport may not be available or suitable at these times. For this reason a full UK driving licence is considered essential *.	E
4. Recent experience of working in a team environment.	E
5. Ability to lift heavy objects, both to waist height and shoulder height.	E
6. Recent experience of dealing with the public.	D
7. Proven experience of giving evidence in court.	D
8. Willingness to learn simple maintenance of equipment skills.	D
<i>Additional comments:</i> *At interview, candidates will be asked to confirm their willingness to undertake this Basic Driving Assessment, which in turn will enable the use of a police authorised vehicle.	