Job Profile

Traffic and Collision Data Team Leader Grade: 9 - JEID: 40073 - Date created: October 2026

About the Job: You will validate, analyse and produce reports regarding collision and traffic and transport data to inhouse and external stakeholders and customers. This will include the planning and programming of such work.

This is what we need you to do...

- Report to the Road Safety Manager.
- Be the line manager for Traffic and Collision Data Team staff, including managing workloads, supporting performance and development, and ensuring effective team delivery.
- Plan and programme collision and traffic and transport data work in accordance with the accepted code of practice and legislative requirements
- Maintain close working relationships and liaise effectively with other internal teams, external stakeholders, customers and elected members.
- Ensure that data being captured, collected and maintained is accurate, complete and of a consistently high standard.
- Deal with internal and external enquiries in a timely and appropriate manner
- Validate, evaluate and produce reports pertaining to collision and traffic and transport data
- Coordinate traffic and transport data collection work to be undertaken inhouse and by third parties
- Supervise team colleagues who collect, validate and analyse collision and traffic and transport data
- Ensure that all relevant systems, information and equipment required for effective delivery of the service are fit for purpose,
- To assist with the research and development of innovative ways to deliver collision and traffic and transport data work including the use of AI and agents
- Use relevant collision and traffic and transport data software and mapping systems
- Manage the team's budget including income and outgoings.
- Manage third party contractor issues
- To assist with traffic and transport data collection on site when required
- Review traffic and transport data collection policy
- Manage the data collection programme
- Manage the traffic and transport data sites network
- Manage data software contracts and licenses (collision data and traffic data)
- Ensure that the road safety hotspot list and other relevant information is produced for programmes of works to improve road safety
- Ensure the supply of data for GCC LTP team
- Managing equipment including introducing new, maintenance, upgrades and replacement of existing
- Proposing and implementing team service improvements

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and any statutory obligations are met
- Coordinate the purchase of equipment for traffic and transport data collection

Special Conditions

- The post holder will be required to travel throughout the county, as and when required, and must hold a full, valid driving licence.
- The post holder will be expected to undertake occasional duties outside of normal office hours, as and when required.
- The post holder may be required to work at any office in the county, as directed.

Monitoring and ongoing development of outcomes

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As part of the annual appraisal, outcome based targets will be developed in conjunction with the post holder and will supplement this job profile. The job profile will be subject to regular review and the Council reserves its right to amend or add to the accountabilities listed above.

The ideal candidate will have...

Experience

- Loading, collating, validating, analysing and presenting collision and traffic, transport, and road safety data.
- Experience of managing or supervising people, allocating workloads and supporting effective team performance.
- Working with multiple stakeholders and customers both internal and external, communicating and maintaining good working relationships.
- The use of industry standard specialised collision and transport data software and management systems.
- Using GIS (Geographical Information Systems) data and systems.
- Familiarity with UK Local Government protocols and practices including statutory requirements.

Knowledge, Skills and Understanding

- Know and apply standards and legislation pertaining to traffic and transport data.
- Analyse traffic and transport data.
- Use relevant collision and traffic and transport data software and mapping systems.
- Some knowledge and experience of Highway Law.
- Know and be able to use Microsoft Office software, including Outlook, Word, Excel, PowerPoint, Access, Power BI.
- Possess and demonstrate excellent interpersonal and written/verbal communication skills and be able to deal confidently and professionally with customers and
- Ability to approach complex work in and orderly and analytical way.

Behavioural attributes

- Aligns with Gloucestershire Employee Values and behaviours which are available on our website
- Our values are Accountability, Integrity, Empowerment, Respect and Excellence.
- Be an enthusiastic, supportive, reliable, and caring team player, eager to contribute to the team's objectives, share responsibilities, skills, and ideas.
- Ability to work respectfully and effectively with others, particularly in challenging environments.
- Organised, self-motivated and able to prioritise work to achieve targets and deadlines.
- Able to cope and function effectively when working in a pressurised environment.
- Able to respond to a changing, unplanned, and unpredictable patterns of work which can require constant shifts of priority.

Education & Qualifications Essential

- 5 GCSEs at grade C/4 or above or equivalent including Mathematics and English OR GCSE Mathematics and English at grades C/4 or above with relevant qualifications at NVQ Level 2 or NVQ level 1 or higher with relevant experience in data analysis.
- ~~OR Graduate in Mathematics, or Physics, or IT, or Statistic with relevant experience in data analysis.~~
- Data management qualification.

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stakeholders, including other GCC teams, partner organisations, consultants, Councillors and members of the public.
- Report writing.

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