

### ORGANIZATIONAL CONTEXT

<b>Job Title</b>	Events Team Leader
<b>Job Code</b>	Specialist - 1
<b>Grade</b>	3
<b>Affairs</b>	Asset Affairs
<b>Department</b>	Roads O&M
<b>Section</b>	Operations
<b>Team</b>	Roads Corridor Management Team
<b>Date last updated</b>	25 March 2014

### JOB CONTENT

#### Role Objective

Responsible for developing and implementing the organisation's role in managing the impact of events on the highway network. This includes setting up new systems, implementing procedures, and establishing improvement measures.

#### Roles & Responsibilities

1. Overseeing the implementation of new management systems and procedures.
2. Extensive stakeholder management and communication.
3. Chairing meetings with event organisers and ensuring customer interest are represented.
4. Ensure systems are in place to inform the public of events and their impact on journey times, so that alternative journey plans can be made.
5. Undertake review of event management plans to identify improvements.
6. Maintaining a robust communication strategy
7. Represent the organisation's interest with the Event Planning for the 2022 World Cup
8. Continuous communication with event organisers and the authorities involved.
9. Liaison with internal team to assess impact of events and ensure close co-ordination with any planned activities.

### BEHAVIOURAL SKILLS, KNOWLEDGE AND EXPERIENCE

*(Competencies, knowledge and experience needed for the satisfactory performance of the job)*

#### Educational & Experience:

##### Qualifications

##### Essential:

- Technical diploma or equivalent relevant degree
- 5-10 yrs Industry experience

##### Desirable:

- Language skills: English (required) – Arabic (advantageous)

##### Technical Knowledge

- Good connections with major event organisers and familiarity with major event venues.
- Good knowledge of the Qatari road network
- Good understanding of the impact of major events on the road network
- Good analytical and methodical approach when making decisions.

- Familiar with forms of contracts, including responsibilities and contractual obligations
- Computer literate and thoroughly conversant with MS Office suite and relevant engineering software packages.
- Experience of Operations & Maintenance and Construction process
- A demonstrable period of Road Network maintenance experience
- Ability to work within a team and have a dedicated approach to working within and meeting deadlines

**The Individual**

- Ability to supervise and manage the development of a team
- Flexibility and willingness to be involved in all aspects of the operation
- Experience of working in an operation with quality and health and safety systems
- Team player but have the ability to work well unsupervised
- Manage their time and team effectively and be self-motivated
- Excellent communication and organizational skills
- Good decision making skills
- Ability to identify & implement solutions to problems