

Fire Engineer – Compliance and Safety

The National Fire Authority is responsible under the NFA Act for the establishment and maintenance of efficient and effective fire rescue services in Fiji that will protect life, property and business. The NFA is proactive in providing training for personnel and certification of business premises relating to fire risks. NFA aims to increasingly provide professional services, becoming more commercially focussed while maintaining compliance and recognition.

Primary Objective of Position

The Fire Engineer – Compliance and Safety provides technical advice on legislative compliance, mitigation against fire damage and investigation techniques and analysis of fires in accordance with the National Fire Authority Act.

Key Outcomes

1. Statutory and NFA operational compliance
 - * Statutory compliant - NFA Act, Building code, HSAW Act
 - * Operationally compliant - policy and procedures
 - * Health, safety and environmental compliance
 - * Compliance with Government statutory reporting
 - * Participate in regulation or code discussions/forums impacting on NFA
2. Professional advisory service provision
 - * Fire and structural engineering advice provided
 - * Advisory support – regulatory compliance, preparedness and mitigation
 - # Government/Business community
 - # Police and other emergency agencies
 - * Liaise with Architects, engineers, builders etc
 - * Risk assessment methodology and analysis/modelling
 - * Investigation methodology/implementation
3. Informed and supported NFA Management and Board
 - * Timely and efficient reporting
 - * Reports on compliance
4. Operational efficiency and effectiveness of the NFA Compliance and Safety Division
 - * Develop operational plans for the Division
 - # Structural compliance
 - # Fire Safety awareness and training
 - * Operations expenditure and budget monitoring
 - * Performance management and benchmarking:
 - # Monitor/control performance against measures
5. Developing and improving resources
 - * Structural and fire prevention services
 - * Commercial/business compliance
 - * Staff development and training
 - * Plant and equipment

6. Demonstration of NFA image and value standards at all time

Duties / Responsibilities (Describes key competencies required to achieve performance levels)

Competence

Competence Description

Business

Business Performance

Establish performance management measures managing adjustments and variations

Risk Management

Develop a risk management plan.

Planning

Develop an operations plan to define specific objectives.

Systems and Procedures

Undertake defined modifications/reviews to procedures; draft manuals/instructions.

Information Analysis

Evaluate options and make decisions / recommendations based on information provided.

Communication

Adapt communication techniques to suit different audiences, handle complex and /or sensitive topics.

Customer

Commercial Focus

Analyse the cost aspects of a work area / project and determine its commercial viability.

Quality Focus

Develop quality standards for the organisation.

People

Facilitation

Define the work/problem in broad terms empowering teams to establish objectives, shares accountability.

Professional

Technical Strength

Develop the technical solution for a situation using fundamental principles and theory - technical adviser.

Compliance

Provide advice on compliance that requires an interpretation of the laws and regulations.

Research

Establish a research plan/brief incorporating the research methodologies, limitations and implications of the results.

Interactions

External

- Government Officials
- Media
- General Public
- Stakeholders
- City and Town Councils
- Emergency and Rescue Agencies

Internal

- Board and Board Sub Committees
- Executive Management
- Divisional Fire Officers
- All staff

Person Specifications:

Qualifications

Preferred

Degree Structural Engineering and Fire Science

Desirable

Higher Degree Fire investigation and analysis
Higher Degree Fire Science or Engineering , specialised training in structural fire compliance

Requirements

Language Proficiency

Good command of English
Will be an advantage if the incumbent knows the Fijian/Hindi language

Professional Associations

Qualify for Membership of Professional Insitutions like Management e.g AIM, FIM, NZIM
Qualify for Membership of Professional Institutions like FIE, IE Aust, IPENA etc

Regulatory Compliance Requirements

Qualify for membership of Professional Institutions like FIE, IFE, SFPE, IE Aust, IPENZ

Work Knowledge and Experience

At least 5 years demonstrated experience in operational leadership role within a fire authority at divisional officer levels for someone with a diploma or degree in fire science or engineering.

A serving divisional fire officer must have at least 25 years of fire fighting experience and at least 5 years at DFO level

Sound knowledge of the NBCF and all referenced standards and excellent understanding of fire protection systems and building construction.

A sound record of achievement with an ability to achieve agreed outcomes

Proven experience and record in establishing and and maintaining effective working relationships with other employees and the community (people and human skills)

General computer skills especially MS Word,MS excel and powerpoint.

Demonstrated knowledge and experience of all aspects of emeregency management,NFS Act 1994,SOP,and NFA Business plan (technical skills)

Demonstrated ability and proven experience in preparing,formulating,and presenting budgets,plans,programs, and reports (conceptual skills)

Personal Attributes :

Attribute Type

Attribute

Behavioural

Accountable
Customer Focused
Detail Oriented
Resilience

Interpersonal

Forthright
Perceptive
Self Sufficient and Assured

Thinking

Analytical
Challenger
Decisive
Disciplined / Systematic
Initiative

How to apply:

Closing Date: Wednesday, 31 March, 2010