

Job Description: Senior Engineer - Fire Engineer (SME) UK and Ireland



Function:	Professional Services
Job:	Senior Engineer (any discipline)
Position:	Fire Engineer (SME) UK and Ireland
Job holder:	
Date (in job since):	
Immediate manager (N+1 Job title and name):	Principal Authorising Engineer (Electrical)
Additional reporting line to:	Senior Coordinating Authorising Engineer (UK and Ireland)
Position location:	TBC

1. Purpose of the Job – State concisely the aim of the job.

To act as the Subject Matter Expert - Engineer Fire Safety and Engineering Systems representing Sodexo UK and Ireland across the following stakeholders

- Fire Brigade Inspecting Officers / HSE
- Fire Brigade primary authority partner
- Building Control
- Auditors
- Healthcare Trust fire safety officers
- Clients general H&S officers
- Senior Segment Operational Stakeholders – all regional segments
- Sodexo HSEQ Senior management Team / Service Operations UK and Ireland

To support the effective delivery of Technical Services across UK&I and provide support to meet legislative and statutory regulations

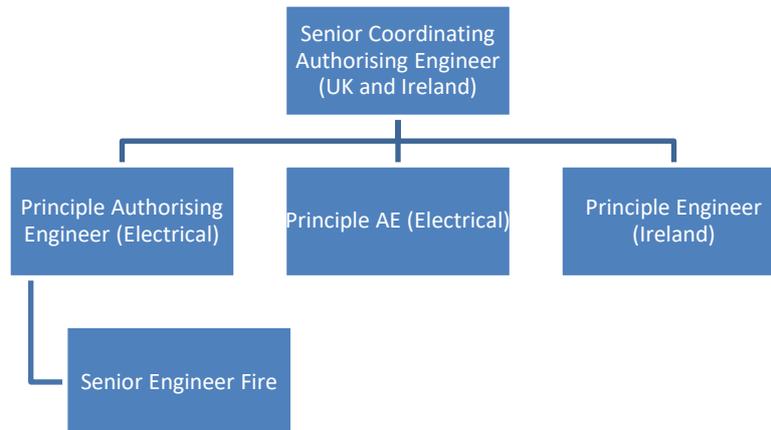
- Problem solve Technical Services within field of expertise
- Support the effective development and delivery of company procedures to manage fire safety and engineering activities & systems

2. Dimensions – Point out the main figures / indicators to give some insight on the “volumes” managed by the position and/or the activity of the Department.

Revenue FY13:	€tbc	EBIT growth:	tbc	Growth type:	n/a	Outsourcing rate:	n/a	Region Workforce	tbc
		EBIT margin:	tbc			Outsourcing growth rate:	n/a	HR in Region	tbc
		Net income growth:	tbc						
		Cash conversion:	tbc						

Characteristics

3. Organisation chart – Indicate schematically the position of the job within the organisation. It is sufficient to indicate one hierarchical level above (including possible functional boss) and, if applicable, one below the position. In the horizontal direction, the other jobs reporting to the same superior should be indicated.



4. Context and main issues – Describe the most difficult types of problems the jobholder has to face (internal or external to Sodexo) and/or the regulations, guidelines, practices that are to be adhered to.

- Resolve technical risks and opportunities in field of expertise
- Stakeholder engagement and cooperation
- Influencing change without authority
- Collaborative working with multiple stakeholders and agencies at all levels of the Sodexo Regional Organisation and external parties
- Providing assurance of compliance with legislation, industry guidance, best practice, and company procedures for managing fire engineering activities and systems.

5. Main assignments – Indicate the main activities / duties to be conducted in the job.

- Design and Support the implementation of Fire Safety & Fire Systems and Engineering Policy, Process and Guidance for the UK and Ireland Region
- Audit compliance of contracts in UK&I with statutory regulations, legislation and best practice in field of expertise (Fire Safety and Engineering)
- To provide advice to procurement on the standards of contractors for fire safety
- Provide advice on maintenance Standards for Fire Safety and Fire Systems:
- Communicate updates to statutory regulations, legislation and best practice with stakeholders in field of expertise (Fire Safety and Engineering)
- Build professional relationships with all stakeholders, delivering effective communication including technical advice within field of expertise, and contribution with formal or ad-hoc reporting as appropriate
- Train, coach and assess others competency within field of expertise
- Investigate a series of events which have led to an unsatisfactory outcome in terms of fire safety Identify the root cause and what systems may be required in order to achieve regulatory compliance.

- Be capable of devising or assessing fire safety strategies for a range of different occupancies utilising the documents indicated in the section on projects. This may include occupancy numbers, management level, escape routes etc.
- To provide training for staff at various sites such as to be able to complete the following
 - Fire risk assessments
 - Maintenance of fire compartmentation to include fire doors, fire dampers and fire stopping
 - Fire warden duties
 - Hot works permits
 - Review fire risk assessments and identify legal requirements and the adequacy of the FRA.
 - Have knowledge and understanding of the following:
 - Pas 79
 - HTM 05-03 part K, M Govt suite of documents entitled “Fire Safety Risk Assessment Premises”
- Have sufficient knowledge to be able to identify legal requirements and differentiate these from additional non-statutory guidance. This will entail an understanding of ALARP and the standards indicated in fire safety determinations by the Secretary of State.

6. Accountabilities – Give the 3 to 5 key outputs of the position vis-à-vis the organization; they should focus on end results, not duties or activities.

- Point of contact to in field of expertise for Fire Safety and Fire engineering problems across the Uk and Ireland Region
- Provide advice to all stakeholders on areas within your field of expertise
- Ensure activities within field of expertise are aligned with statutory regulation, legislation and engineering standards
- Provide expert advice to a suitable standard to be provided to a court for legal purposes

7. Person Specification – Indicate the skills, knowledge and experience that the job holder should require to conduct the role effectively

- High level of technical knowledge in field of expertise
- Advanced experience of improving and implementing policies and procedures related to field of expertise
- Ability to coach and mentor others
- Good IT skills using Microsoft Office applications
- Excellent written, verbal communication
- Engineering competence with NVQ level 6 (BEng Fire) or equivalent qualifications
- To have a knowledge and understanding of and be able to apply the following documents and core fire safety principles to projects of all sizes and have some understanding of fire engineering principles
 - HTM series including HTM 05-02
 - Approved Document B vol B2 to the building regulations
 - BS 9999
 - BB100
 - Irish technical guidance document B
 - Scottish building standards technical handbook

8. Competencies – Indicate which of the Sodexo core competencies and any professional competencies that the role requires

Being resilient – Level 2	Qualified in an engineering qualification equivalent to NVQ level 6 or above BEng (Fire)
Collaborates – Level 2	Courage – Level 2
Ensures accountability – Level 3	Fire Service Background or equivalent
Communicates effectively – Level 3	Knowledge and experience of managing Fire Safety Strategies in Healthcare and Educational Premises
Persuades – Level 3	Member of the Institute of Fire Engineers
Decision quality – Level 3	
Optimises work processes – Level 3	

9. Management Approval – To be completed by document owner

Version	V1.0	Date	August 2021
Document Owner	Kevin Dean		