



**Job description and person specification.
Fire Risk Assessor
Full-time**

Introduction

An opportunity has arisen for a full time (5 days per week) Fire Risk Assessor to work alongside the current consultancy team. The role will be to carry out fire risk assessments and other fire related consultancy works around the UK, as such the successful candidate will need to travel.

Applicants are requested to send a CV (labelled ***Fire Risk Assessor application***) to:

Richard Beale
RB Health and Safety Solutions Ltd
Silver Springs Business Centre
Beaufort Road
Hastings
East Sussex
TN37 6PP
Email: charlotte.collyer@rbhealthandsafety.co.uk

Job advert

RB Health and Safety Solutions is seeking a passionate and proactive full-time Fire Safety Fire Risk Assessor (5 days per week). While many of our clients are in the theatre and live performance sectors, we are happy to provide training in theatre safety for the right candidate. This is an exciting opportunity to apply your fire safety expertise in a variety of unique and engaging environments across the UK.

Candidates must hold a Level 3 Fire Risk Assessment Qualification and be a member of a professional body such as the IFE or IFSM. Flexibility, a willingness to travel, and experience in fire safety are essential.

If you're eager to work in diverse settings and grow your expertise in theatre safety, we'd love to hear from you!

Job description

Job title: Fire Risk Assessor
Responsible to: Operations Director
Hours of work: 5 days per week
Pay Scale: £40,000 - £45,000 PA
Location: Venue based / Working from Home (also offices in Hastings if desired)
Closing date for receipt of CV's: Monday 28th Oct 2024
Interview date: TBC
Start date: As soon as available.

Summary of main responsibilities

- Undertaking fire risk assessments at clients premises
- Report writing
- Building relationships with client
- Responding to ad-hoc fire related queries
- Undertaking other fire safety related consultancy works such as liaising with enforcement officers on clients behalf, creating / contributing to fire strategies
- Undertaking other administration duties
- Liaising with current and potential clients
- Promotion of services
- Other duties as dictated by the needs of the organisation
- Required to work away from home (within the UK) for one week each month, with additional travel to London or other regions as needed throughout the rest of the month.

Person Specification – Fire Risk Assessor

Criteria	Essential / Desirable
<p>➤ Experience</p> <ul style="list-style-type: none"> • Experience of completing fire risk assessment at varying venue types • Good understanding of the relevant fire safety legislation and British standards • Report writing • Work without direct supervision and able to develop own skills • Understanding of fire strategies and ability to contribute / create fire strategies 	<p style="text-align: center;">Essential</p>
<p>➤ Skills</p> <ul style="list-style-type: none"> • Able to work to deadlines and meet KPI's • Excellent communication skills with a diverse range of people • Good computer skills including Word and Excel • Good presentation skills • Ability to communicate and present to senior managers across a range of organisations • Ability to work as part of a team 	<p style="text-align: center;">Essential</p>
<p>➤ Qualifications</p> <ul style="list-style-type: none"> • Member of the Institute of Fire Engineers MIFE, IFSM (or equivalent) 	<p style="text-align: center;">Desirable</p>

<ul style="list-style-type: none"> • IT qualifications (Word, Excel, Outlook, PowerPoint) • Health and safety (IOSH or NEBOSH) • Fire engineering qualifications 	
<p>➤ Other Requirements</p> <ul style="list-style-type: none"> • Approx 70% of clients will be Theatres or Production companies, so a knowledge of this environment would be beneficial, however training will be provided • Self-motivated • Work additional hours as required by the nature of the business • Commitment and loyalty to the organisation's mission • Ambition and drive to help the organisation grow 	<p>Essential</p>
<p>➤ Knowledge of health and safety would be an advantage but not essential as training will be provided.</p>	<p>Desirable</p>