

Department of Police, Fire and Emergency Management

STATEMENT OF DUTIES



Title	Senior Fire Safety Engineer
Position Number	003532
Business Unit	Community Fire Safety
Branch / Section	Building Safety Unit
Location	Hobart
Immediate Supervisor	Manager, Building Safety Unit
Award	Tasmanian State Service Award
Employment Conditions	Permanent, Full Time
Classification	Professional Stream Level 3

Focus:

Provide high level expert, contemporary advice and guidance to TFS staff and external stakeholders on a range of matters including application information, fire engineering and technical matters, legislation, codes, standards and risk management principles in the Built Environment, as well as professional fire engineering support and advice to staff delivering on-ground services and outcomes on behalf of the Chief Officer.

Primary Duties:

- Liaise and negotiate with stakeholders, project managers, design teams and approval authorities regarding site and fire safety inspections, compliance audits of buildings, public infrastructure and civil structures.
 - Assess and evaluate fire engineering reports, fire safety engineering designs, project specifications, fire system designs and other documentation relating to the built environment and provide specialist/expert advice and alternative solutions where required.
 - Provide professional and expert advice relating to complex fire engineering requirements for a variety of projects in the built environment including arbitration and tribunals.
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- Perform computer modelling and simulation for fire, smoke and occupant emergency evacuation using a variety of available applications and modelling tools.
- Assess performance-based design briefs and fire safety engineering reports and verify the applicability of safety engineering designs submitted to the Chief Officer.
- Prepare high level documentation including ministerial reports, briefing notes and other technical reports in relation to complex fire engineering and safety issues and review relevant fire safety policies, work instructions and guidelines.
- Provide specialist advice to TFS Brigade Operations and Planning and Capability units on building fire safety systems and represent TFS in a wide variety of state and national forums, committees and conferences as required.
- Provide specialist advice to incident controllers on building fire safety systems and conduct fire service intervention modelling to contribute to post incident analysis reports.
- Lead change in the regulatory field in relation to fire engineering and fire safety needs for the Tasmanian community in line with TFS organisational objectives.
- Engage and liaise with other built environment specialists to implement and change organisational strategy, policy and procedures relating to the built environment.
- Lead small teams with built environment and fire safety related projects.

Scope of Work:

Responsible for applying the statutory requirements of the Chief Officer including the implementation of regulations, policies and plans. Provide a high-level customer service focus in an efficient and effective manner.

The position has a clear and direct impact of service deliverables in the Chief Officers statutory responsibilities in the built environment.

The position is expected to design and influence policy change and outcomes in a highly complex technical environment where there is constant influence from a national perspective.

Direction and Supervision:

The occupant operates with considerable autonomy in determining priorities under the broad direction from the Manager Building Safety Unit. There is minimal supervision of individual tasks but guidance and direction are provided where necessary.

The incumbent is expected to exercise considerable independence in defining work priorities and with limited direction manage specific activities of the Building Safety Unit whilst applying and implementing policies and directions from the Chief Officer.

Selection Criteria:

1. Demonstrated understanding and knowledge of built environment related legislation, standards, codes and practices and application of these in the regulatory environment.
2. Demonstrated technical competence in the field of fire engineering, fire safety systems design and fire safety risk engineering including computer-based modelling.
3. Demonstrated ability to lead and manage small teams, negotiate with stakeholders and resolve conflict in a complex regulatory environment.
4. Proven ability to work as an effective team member in a dynamic team environment, build effective working relationships with colleagues and stakeholders and work in a professional manner.
5. Highly developed report writing skills including the proven ability to undertake research, interpret built environment and associated regulative information and provide high level interpretive advice.
6. Demonstrated expertise and ability in making effective and efficient decisions in the built environment where initiative, judgement and professional creativity are required.

Qualifications and Experience:

Essential:

- A degree in Engineering (or acceptance by Engineers Australia as the relevant professional body as having equivalent qualifications).
- Licensed or are eligible to become licensed as a Fire Engineer through Consumer, Building and Occupational Services (CBOS), Tasmania.

Desirable:

- Two or more years' experience working in a fire engineering/safety related environment
- Current driver's licence.

Essential Requirements:

Pre-Employment Checks

The Head of the State Service has determined that a person nominated for appointment to this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. Any relevant serious criminal offence or repeated serious offences over any period, which are not mitigated by additional information, may provide grounds for declining an application for appointment. Such offences would include, but are not limited to:

- Arson and fire setting;
- Sexual offences;
- Dishonesty (e.g. theft, burglary, breaking and entering, fraud);
- Deception (e.g. obtaining an advantage by deception);
- Making false declarations;
- Violent crimes and crimes against the person;
- Malicious damage and destruction to property
- Trafficking of narcotic substance;
- False alarm raising.

Code of Conduct:

The State Service Code of Conduct, which is contained in Section 9 of the *State Service Act 2000* (the Act), reinforces and upholds the State Service Principles (s7) by establishing standards of behaviour and conduct that apply to all employees, including the person undertaking these duties, senior officers and Heads of Agency.

Environment and Conditions:

The Department of Police, Fire and Emergency Management (DPFEM) is an agency created under the *State Service Act 2000*. It consists of four operational services: Tasmania Police, Tasmania Fire Service, State Emergency Service and Forensic Science Service Tasmania. The operational services are supported by a range of support functions.

DPFEM strives to provide services that are responsive, socially inclusive and focused on policing, emergency response, community preparedness and emergency management outcomes that contribute to a safe and secure community. The services are delivered by sworn Police Officers, State Service

employees (including firefighters and support staff) and volunteers. DPFEM works to make our community safe through the provision of a range of different emergency services, and improve our understanding and respect for our diverse community values and lifestyles.

DPFEM wants a safe workplace where employees work in a manner that reflects the organisational values. The person undertaking these duties is expected to actively participate in developing and maintaining safe work practices and to behave in a manner consistent with the organisational values.

DPFEM is committed to building inclusive workplaces and having a workforce that reflects the diversity of the community we serve. We do this by ensuring that the culture, values and behaviours of DPFEM enable everyone to be respected in the workplace and to have equal access to opportunities and resources. We recognise and respect individual differences as well as people's career path, life experiences and education and we value how these differences can have a positive influence on problem solving, team dynamics and decision making within our organisation.

DPFEM does not tolerate violence, especially violence against women and children.

The working environment is largely office based, however intra-state travel may be required. During emergency incidents, the person undertaking these duties may be required to provide support for the emergency incident.

Employees can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

Terms and conditions of employment are in accordance with the Tasmanian State Service Award.

Approved

F NOVY
MANAGER, EMPLOYMENT AND ADVISORY SERVICES
BUSINESS AND EXECUTIVE SERVICES

Date: 28 December 2022