

POSITION DETAILS:

Job Title: CHIEF FIRE OFFICER

Project: Fire, Crash Rescue Services – International Airports

Location: Kingdom of Saudi Arabia

Employer: Saudi Arabian Contractor

Position Summary

- Planning, organizing and implementation of the fire/rescue operations program. Implements fire prevention program and the planning execution of all fire, training for the department. Responsible for the administrative and operational supervision of fire rescue services.

Report To

- Program Manager

Principal Duties and Responsibilities

- 1. Administration and supervision of the Fire/Rescue operation program.
 2. Development of fire services procedures and methods of operation.
 3. Conduct inspections of personnel and facilities ties to assess and operational readiness.
 4. Develop emergency response plans.
 5. Coordination of fire services plans with other agencies having roles in emergency responses.
 6. Control of the deployment and use of equipment and personnel during emergency situations.
 7. Responsible for daily routines and personnel related actions.
 8. Fire prevention and training programs.
 9. Maintains operational manning levels at all fire assignments on each function.
 10. Recommend updating developing of operational procedures.
 11. Performs other duties as assigned.

Qualifications / Credentials

Education

- BA/BS in fire science, management, public administration, business administration or related field preferred A.S. degree in fire science, management, public administration, business administration or related field required.

Specialized Qualifications

- Specialized Fire Service Qualifications – Shall have completed related courses and be certified to N.F.P.A. 1021, Officer, Level IV, and to N.F.P.A. – 472 Incident Commander. Other required certifications are to N.F.P.A. Standard 1031, Fire Inspection Level II, N.F.P.A. Standard 1033 Fire Investigation, N.F.P.A. Standard N.F.P.A. 1035 Public Fire and Life Safety Educator, N.F.P.A. Standard 1041, Fire Service Instructor Level II, and N.F.P.A. – 1003 Airport Fire Fighter.

NOTE: For countries not certifying to NFPA Standards; detailed course information will be required prior to employment to substantiate and evaluate standard equivalence.

Other qualifications:

1. Airport EMT-P certification or equivalent certification preferred.
2. First Aid and CPR certified.
3. Comprehensive knowledge and experience in current and advanced aircraft, structural fire suppression and rescue techniques.
4. Thorough knowledge and experience with emergency medical services.
5. Hazardous material control techniques and stabilization measures.
6. Information processing management and administration as related to the fire service.
7. Must be familiar with ICAO regulatory labelling requirements and guidance.
8. Knowledge of N.F.P.A. fire codes, IFSTA training manuals and occupational safety requirements as related to fire and rescue department activities.
9. Ability to counsel, motivate and provide leadership.
10. Ability to prepare, implement and monitor budgets.
11. Long range planning for capital expenditures.
12. Ability to interpret and review building plans, site plans and airport development plans.
13. Knowledge of fire records systems, fire computer applications, fire reporting procedures, and communications equipment and use.
14. Ability to effectively communicate with others both orally and in writing.
15. Ability to train, supervises, direct and evaluate the work of others.
16. Ability to perform a wide variety of duties and responsibilities with time-sensitive deadlines.
17. Working knowledge of a personal computer and Microsoft Office and Fire Department management integration software and/or specialized software.
18. Ability and willingness to utilize information technology.

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Experience

Twenty (20) years experience in Fire/Rescue services including fifteen (15) years in an Airport Fire Rescue Service supervisory position. At least three (3) years of the last five (5) years must have been in equivalent Chief's position at a category nine (9) airport or higher. Possession of a four (4) year University Degree in Fire Science will reduce the overall experience requirements by four (4) years.

Languages

- Arabic desirable. The ability to communicate effectively, read, write and speak English is required.

Other

- Valid vehicle operator's licence in country of origin and ability to obtain the same in Saudi Arabia.
Codes and I.F.S.T.A. Manuals. Must be proficient in the use of PC, spreadsheets, databases and wordprocessing/presentation programs.

Employment Conditions:

- Contract Period: 24 months
- Status: Single/Married Unaccompanied
- Housing: Provided by the Employer - One-bedroom house each is provided in family camp
- Transport: Provided by the Employer
- Medical Insurance: Provided by the Employer
- Leave/Flights: 30 days vacation with pay after 12 months with round trip economy air ticket to the international airport nearest to point of hire.

Scheduled and allowed based on operational requirements as approved by the airport authorities. Annual vacation may be allowed after completion of 10 months. Economy air tickets are provided outward at the beginning of contract with a return at the end of contract plus only one interim return flight. However, employee has the option to split his vacation leave during the contract and pay for any additional flights home.
- Hours of Work: 8 hours duty per day 6 days per week, Friday is day-off. Overtime work may be required only in cases of emergencies.
- Salary: To Saudi Riyals 20,000.00 per month Tax Free, negotiable depending on the candidates' experience/qualifications
- Food Allowance: Saudi Riyals 500.00 per month Tax Free
- Service award: Equal to one month basic salary after successful completion of 2 years contract.

Information above provided and approved by the Employer. Further details, are available on application.