COMAH and Resilience Officer – Risk and Resilience Department

Salary £31,067 to £32,654 per annum + benefits

About the role

We are seeking to fill an upcoming vacancy for the role of COMAH Officer

Expressions of interest are now invited for the role of COMAH and Resilience Officer within Tyne and Wear Fire and Rescue Service, to join our small, friendly team within the Risk and Resilience department.

This is an exciting opportunity to gain invaluable COMAH and Resilience experience, along with the development of emergency planning and risk management related skills, subject knowledge and a detailed understanding of the wider emergency services, multi-agency partners and industry.

The successful applicant will also be required to partake in meetings associated with the Competent Authority and Local Resilience Forums as well as deputise for the COMAH Manager on a number of regional networks and user groups. This is the perfect opportunity to develop your existing COMAH and emergency planning knowledge and skills.

Reporting directly to the COMAH Manager you will be responsible for overseeing compliance with the Control of Major Accident Hazards (COMAH) regulations at establishments in the Tyne and Wear area.

The successful candidate will be able to demonstrate a firm commitment to inclusivity, fairness, dignity and the highest standards of ethical behaviours and champion these in their day to day work in compliance with our ethical code of conduct.

We welcome applications from all sections of society with the necessary skills, qualifications and experience and encourage applications from underrepresented groups in our workforce or society.

As the COMAH Officer you will:

- **Ensures compliance with safety regulations through several key responsibilities and activities including**
- **Exercises, Inspections and Audits**
- **Risk Assessment Review**
- **Emergency Planning Oversight**
- **Training and Competence Verification**
- **Documentation and Record-Keeping**

- **Safety Report Evaluation**
- **Enforcement Actions**
- **Collaboration and Information Sharing**

We are seeking a candidate who has demonstrable experience of:

- **Possess a degree or similar qualification in a relevant subject or substantial vocational experience with a suitable evidence portfolio**
- **Demonstrate or possess knowledge of national legislative frameworks and industry powers, policies and procedures**
- **Possess knowledge or experience of Emergency Planning**
- **Demonstrate competence in the use of Microsoft programmes and software packages including Word, Powerpoint, Excel, Forms, Lists and MS Teams**
- **Experience of Resilience Direct software would be advantageous but not essential**

About our Risk and Resilience team

The Risk and Resilience team are responsible for identifying, assessing, and mitigating potential risks to the community and the service itself. The department oversees emergency preparedness, business continuity planning, and risk management. Developing emergency response plans whilst coordinating with local resilience forums, other emergency services and partner agencies. The department also ensures compliance with relevant legislation, such as the Civil Contingencies Act and COMAH regulations as part of the service's Risk Management Plan. Additionally, it oversees operational assurance to analyse and improve the service's readiness for various emergencies, including major incidents, natural disasters, and terrorist attacks. By focusing on risk analysis, preparedness, and resilience, the department plays a crucial role in enhancing Tyne and Wear Fire and Rescue services ability to protect the public and respond effectively to a wide range of emergencies.

The Selection Process

This is a multi-stage assessment process; successful candidates will be progressed to subsequent stages, all candidates will be notified of their outcomes following participation in a given assessment stage.

Set out below are the key dates relating to this selection process

Stage	Timeline*
Advert closes	15th of January 2025
Notification of shortlist	W/C 20th January 2025
Panel Interview	W/C 27th January 2025

Please note the dates and stages detailed may be subject to change

Interested in applying?

Further details can be found in the accompanying job description and person specification. You are required to submit a supporting statement of no more than 1000 words which should demonstrate how you meet the criteria stated on the person specification and job description.

Please submit your supporting statement and equal opportunities monitoring form by no later than 12 noon on 15th January 2025

Further information about our Service can be found by visiting www.twfire.gov.uk and our various social media channels.

For further information about the role, please contact Andy Appleby, Andrew.appleby@twfire.gov.uk or Leah O'Brien, Leah.Obrien@twfire.gov.uk

Pre-employment checks

The successful applicant will be subject to our pre-employment screening process which includes an enhanced DBS check, completion of an occupational health medical questionnaire and a substance abuse test. We will also conduct right to work and reference checks.

About Tyne and Wear Fire and Rescue Service

Tyne and Wear Fire and Rescue Service are one of the UK's leading Fire and Rescue Services for responding and innovation. We pride ourselves in striving to 'Create the Safest Community' and our dedicated, and diverse workforce are committed to delivering this.

The Service values and respects the diversity of its employees, and aims to recruit a workforce that represents the communities we serve.

Our facilities

Tyne and Wear Fire and Rescue Service Headquarters are located in purpose built premises based in Washington, within easy reach of the A1 and A19. On site facilities include a staff gym, ample free parking and canteen facilities.

Key employee benefits

- Generous leave entitlement commencing at 23 days plus Public Holidays and 3 local days to be used over the Christmas period
- Flexi-time scheme in operation
- Local government pension scheme
- Free on-site parking
- Free on-site gym
- Blue light discount
- Car leasing scheme