

Job Description

Job title	Engineer SME (Fire and Security)	Date April 2025
Reports to (title)	Lead Engineer SME	
Contract/Department	BBC	Revision 1
Location	Home Based with National travel	

Job purpose

Describe the overall purpose of the job in two or three sentences.

As part of a small team of technical specialists, provide the role of Technical Authority for all Fire and Security Systems on the BBC Account, supporting EMCOR UK's delivery of the highest levels of technical service and support. Provide technical guidance, leadership, advice and direction to EMCOR UK staff, BBC Customers and Supply Chain Partners (SCP) to ensure the BBC Account remains technically compliant on Fire and Security systems. Collaboratively work alongside BBC Workplace and security team to achieve BBC's short, medium and long-term technical strategies, providing EMCOR UK technical input and considerations. Act as the authoritative technical point of contact for all Fire and Security system operating standards and performance requirements. Champion continuous improvement for system performance, processes, procedures, and monitoring for the Fire and Security Systems.

Duties/responsibilities/accountabilities/deliverables

List the main aspects of the job, with an emphasis on duties and responsibilities for junior roles, and accountabilities and deliverables for more senior roles.

- Analyse complex Fire and security systems where required to understand faults and performance limitations and make recommendations to address short-falls and delivery improvements.
- Develop, introduce and maintain Fire and security technical operating instructions and related documents e.g. Standard Operation Procedures (SOP's) and logbooks that define the site fire and security safety program.
- Provide site fire and security subject matter expertise in support of deviation investigation, participation with Root Cause Analysis (RCA) activities. Also, where necessary introduce new ways of working to the site operations teams.
- Provide control and assume overall responsibility for compliant site fire and security systems including statutory tasks, ensuring the EMCORUK Compliance Manager is kept informed of status and performance of equipment.
- Provide the technical SME inputs to Fire and Security system projects across the BBC account.
- Proactive engagement in LCAM site fire and security system reviews ensuring continuous improvement.
- Ensure risks are appropriately documented and managed via EMCOR UK/ BBC systems.

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- Alongside the BBC Account Authorising Engineer, monitor all staff and SCP's who service site fire and security systems ensuring they are suitably trained, certified and competent.
- Conduct account Level 2 technical audits, alongside other members of the Engineering Pillar.
- In conjunction with Operational Technical Leads, set, support and deliver professional electrical engineering standards, training requirements, competency standards (Knowledge, Skills & Experience) and support competency assessment delivery, where required.
- Perform routine management monitoring to measure site program effectiveness.
- Review data integrity in the client CAFM system to ensure statutory requirements are met or exceeded, ensure correct maintenance for all electrical assets is in place.
- Provide technical support to ensure necessary capital expenditure is prioritised and risks reduced.

Resource responsibilities

Indicate the typical number of direct reports, financial responsibility, control over subcontractors and any responsibility for assets, systems or outsourced services.

- Subcontractor quality assurance responsibilities.
- Form relationships with EMCOR UK F&S division

Person specification

Describe the knowledge, skills, qualifications, personality and experience required for the job.

- Strong knowledge of UK fire technical systems and regulations.
- Fire Safety Certification (e.g., NEBOSH Fire Safety, CFPA Europe Diploma, Fire Risk Assessment Qualification).
- Detailed understanding of CCTV systems and associated security systems and networks
- Membership of a fire safety professional body (e.g., IFSM, IFE).
- Excellent communication and reporting skills.
- Strong organisational and problem-solving skills.

Other factors relevant to the job

Enter any additional information which the job holder would need to know, for example: requirement for UK-wide travel, shift patterns, night working, call outs etc.

- Ability to travel from home to other BBC locations essential.

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Line Manager Signature	
Print Name	
Date	

Job Holder Signature	
Print Name	
Date	

FOR HR USE ONLY:					
Job Grade		EMCOR Competency Level		Training Profile UTC	