

**SOUTH WALES FIRE AND RESCUE SERVICE**  
**Operational Risk Management Team**

**Resilience and Planning Officer**

**GRADE 9**

**SALARY: £32,076 - £33,945**

**37 hours per week**

The above vacancy has arisen within the Operational Risk Management Department at South Wales Fire & Rescue Service Headquarters, Llantrisant, Rhondda Cynon Taf, CF72 8LX, on a permanent basis. The successful candidate will be required to further develop "Business Continuity" within South Wales Fire and Rescue Service through the co-ordination, testing and validation of current management exercise programs.

The post holder will assist with the management of the Resilience Team, deliver presentations to both Senior Officers and Partner Agencies and provide general guidance and support in all aspects of Emergency Planning.

We are a family friendly organisation and a flexible working system is in operation. Welsh language skills are desirable but not essential for this post.

This role involves frequent travel between sites throughout the South Wales area. The successful candidate must be able to travel independently and a driving licence check will be required.

The successful candidate will also be subject to an enhanced DBS check and a Drug and Alcohol Test prior to an appointment being made.

An Application Form, Person Specification and Job Description can be accessed via the Current Vacancies Page on the Intranet for internal candidates or externally these documents can be found on the Working for us/latest vacancies page of our website at [www.southwales-fire.gov.uk](http://www.southwales-fire.gov.uk). Please note we do not accept CVs.

The closing date for receipt of application forms is **12:00 midday, Friday 3<sup>rd</sup> May 2024**.

Should you have any enquiries relating to this position, please make contact with GM Peter Howard-Jones (SWFRS Resilience & Planning Lead) at: [p-howardjones@southwales-fire.gov.uk](mailto:p-howardjones@southwales-fire.gov.uk)

All documentation is available in both Welsh and English and we welcome communication in either language. Applications submitted in Welsh will not be treated less favourably. Candidates successful at the Shortlisting stage will be given the opportunity to confirm their language preference for interviews and assessments (including paperwork, verbal introductions and interview questions). Arrangements will be confirmed following invitation to interview and may include Translation and/or Simultaneous Translation.

**South Wales Fire and Rescue Service believes in the real value of having a diverse workforce and we proactively want to encourage applicants from all sectors of our community to apply.**

