



# Lusail Real Estate Development Company

Health, Safety, Security, Environment, Logistics & Quality  
Department

## Lusail Operation Safety Procedural Forms/Checklists – Job Description-Fire Prevention Manager

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### COMPANY PROPRIETARY INFORMATION

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## Job Description

### 1. JOB DETAILS:

<b>POSITION TITLE:</b>	<b>FIRE PREVENTION MANAGER</b>
<b>REPORTS TO:</b>	<b>SENIOR HSE &amp; FIRE MANAGER</b>
<b>DEPARTMENT:</b>	<b>LUSAIL HSSELQ</b>
<b>GRADE:</b>	<b>AS PER CONTRACTUAL RATES</b>
<b>PREPARED / REVISED ON:</b>	<b>MAY 2014</b>

### 2. JOB OBJECTIVE:

To establish and manage fire safety management within QDL site office and other areas as instructed. To ensure that fire building codes, the fire prevention and fighting systems complied with the national and international standards. To liaise with all parties involved to ensure that all the fire plans, evacuation plan are implemented. To minimize accidents / incidents due to fire and to investigate all fire incidents and to introduce from lessons learned to ensure that there is a continual improvement in terms of fire safety.

### 3. JOB DIMENSIONS:

<b>Number of Staff Supervised:</b>	<b>Direct Reports:</b>	<b>Fire Prevention Supervisors</b>
	<b>Total:</b>	<b>Up to 3</b>

### 4. KEY ACCOUNTABILITIES:

<b>Description</b>	<b>Key Result Areas</b>
<b>To ensure an active and effective role in fire safety management for Lusail City Project.</b>	
<b>To ensure that all fire prevention and fighting equipment and systems are maintained in accordance with the local, national and international standards and that they are in fully operational mode at all times.</b>	
<b>To respond to fire and other emergency situation and action and coordinate as necessary</b>	



<p><b>To support all other teams within HSELQ department with regard to fire and emergency related issues</b></p>	
<p><b>To supervise the fire improvement program within QDL site office compound and building</b></p>	
<p><b>To provide training in terms of fire safety within QDL site office and Legtaifiya Lagoon management office and public compound</b></p>	
<p><b>To report on fire safety management on a weekly and yearly basis</b></p>	
<p><b>To investigate any fire incident and to institute the relevant improvements to prevent future similar occurrence</b></p>	
<p><b>To develop fire safety management strategy</b></p>	
<p><b>To liaise with all relevant government agencies and authorities as necessary</b></p>	
<p><b>To undertake fire risk assessment in all areas and buildings within QDL and Legtaifiya Lagoon complex</b></p>	



#### 5. COMMUNICATIONS & WORKING RELATIONSHIPS:

**Internal:** Supervising & Management Consultants, Contractor PM, CM, & EHS Personnel, Lusail PM / Senior Engineer / EHS Management, Developer Contractors

**External:** Training Bodies, Suppliers, Government Bodies, Consultants, Manufacturers

#### 6. QUALIFICATIONS, EXPERIENCE, & SKILLS:

The minimum requirements qualification is as classification of Fire Engineer.

A degree or equivalent in academic education

Must also have a minimum of 10 years of municipal fire management experience

Must be certified as EMT-I

Ability to liaise effectively at all levels. Able to advise and support design of fire protection in building and in open spaces. Able to supervise the commissioning, installation, maintenance of fire protection and protection Engineering and Construction safety related matters. Able to cope in a positive and productive manner within a high-pressure environment as expected in a large multi-disciplinary project with an aggressive schedule. Able to work well as a team player. Able to lead and manage safety both at operational and strategic level. Must have good communication, reporting writing, presentation and organization skills

Have good oral communication abilities and writing skills in the English language

#### 7. NOTE:

- Incumbents should agree to work in all QDL areas: land and sea
- Incumbents should agree on 24 hours shift duty
- All job objectives and Key Accountabilities are the minimum requirements



**8. APPROVALS:**

**Employee :**

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Signature

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Date

**Senior Dept. Manager:**

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Signature

\_\_\_\_\_

Date

**HSSELQ Director:**

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Signature

\_\_\_\_\_

Date

**HR Manager:**

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Signature

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Date