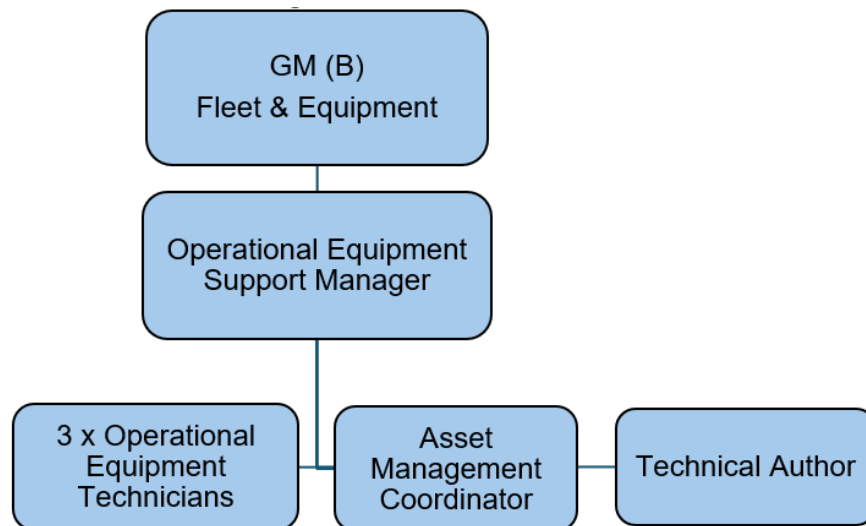


Job Title	Operational Equipment Support Manager		
Post Reference		Temporary/Permanent	Permanent
Grade	6	Hours	37
Reports to	Group Manager Fleet & Equipment		
Line Management Responsibilities (Direct and Indirect)	3 x Operational Equipment Technicians (Direct) 1 x Asset Management Coordinator (Direct) 1 x Technical Author (Direct)		
Directorate/ Department	Service Delivery – Fleet & Equipment		
Location	RBFRS Headquarters, Newsham Court, Calcot		
Politically Restricted	Yes ☐	No ☒	
Level of DBS Check Required	☒ Standard ☐ Enhanced ☐ Enhanced (with barred Child) ☐ Enhanced (with barred Adult)		
Safeguarding Level Required	☒ Level 1 ☐ Level 2		
Main Purpose of the Job • Work with staff, partners, and stakeholders to efficiently and effectively provide safe, compliant, and available equipment to address service demands and meet externally set standards, with a specific purpose to: • Lead and manage the Royal Berkshire Fire & Rescue Service (RBFRS) Equipment Maintenance team. • Manage RBFRS equipment availability, meet demand surges, and support the efficient and effective deployment of RBFRS equipment resources and assets. • Work with the Fleet Support Manager to Manage the operational equipment aspects of the strategically important Joint Working Agreement (JWA) with Hampshire and Isle of Wight Fire & Rescue Service (HIWFRS) for operational equipment.			

- Maintain an active role in the Thames Valley Research and Development Alignment and Collaboration Group
- Manage the operational equipment budget and procurement of new assets.
- Manage customer support and be the first point of contact for enquiries to ensure services meet or exceed customers' expectations.
- Manage supplier contracts, ensuring key performance indicators are being maintained.
- Work with the wider Fleet & Equipment team and frontline teams to support the integration of existing assets and future capabilities.
- Drive a culture of high quality, high performance and continuous improvement to ensure the Service has safe equipment compliant with relevant regulations.
- Ensure, so far as practicable, that the Service has environmentally sustainable equipment.
- Coordinate the specification, procurement, onboarding, and disposal of equipment assets in conjunction with partners

Organisational Structure



Key responsibilities and Deliverables

1. Lead and manage the RBFRS Equipment team, overseeing the efficient and safe maintenance of all equipment and dealing with additional demands to support operational response.
2. Ensure the maintenance of equipment assets is undertaken to necessary compliance standards, providing regular management reports to the GM F&E and Head of Assets.
3. Develop good customer relationships through evaluation and feedback processes
4. Deputise for the GM F&E on equipment related matters and, if required in the absence of the Fleet Support Manager) fleet-related matters.
5. Work closely with the Fleet Support Manager to Manage the day-to-day operational equipment aspects of the JWA with HIWFRS, including close cooperation and collaboration with their Equipment team and Compliance Manager.
6. Attend and report into quarterly Fleet and Equipment Management Group meetings.
7. Attend monthly progression meetings in the following areas; JWA Joint Delivery Team, Procurement, Finance, Contaminants Group and Health and Safety.
8. Manage budgets related to the procurement, maintenance, and modification of equipment assets (c£1M pa).
9. Implement the RBFRS Equipment Strategy, creating and maintaining plans to meet the goals therein.
10. Influence and inform operational planning and future strategic direction.
11. Build and maintain strong working relationships with Equipment Services colleagues, partners, stakeholders, and customers at all levels.
12. Ensure equipment is placed in the most efficient locations, and suitable processes are in place to periodically review and update equipment disposition.
13. Ensure equality, diversity, inclusion, safety, and well-being are fully considered in all aspects of providing equipment.
14. Create, manage and maintain all relevant documentation, including policies, procedures, risk assessments, guidance and instructions related to the procurement, management, use and disposal of equipment.
15. Lead and manage the RBFRS Equipment team, overseeing the efficient and safe maintenance of all equipment and dealing with additional demands to support operational response.
16. Ensure the maintenance of equipment assets is undertaken to necessary compliance standards, providing regular management reports to the GM F&E and Head of Assets.
17. Develop good customer relationships through evaluation and feedback processes
18. Deputise for the GM F&E on equipment related matters and, if required in the absence of the Fleet Support Manager) fleet-related matters.
19. Work closely with the Fleet Support Manager to Manage the day-to-day operational equipment aspects of the JWA with HIWFRS, including close cooperation and collaboration with their Equipment team and Compliance Manager.

20. Attend and report into quarterly Fleet and Equipment Management Group meetings.
21. Attend monthly progression meetings in the following areas; JWA Joint Delivery Team, Procurement, Finance, Contaminants Group and Health and Safety.
22. Manage budgets related to the procurement, maintenance, and modification of equipment assets (c£1M pa).
23. Implement the RBFRS Equipment Strategy, creating and maintaining plans to meet the goals therein.
24. Influence and inform operational planning and future strategic direction.
25. Build and maintain strong working relationships with Equipment Services colleagues, partners, stakeholders, and customers at all levels.
26. Ensure equipment is placed in the most efficient locations, and suitable processes are in place to periodically review and update equipment disposition.
27. Ensure equality, diversity, inclusion, safety, and well-being are fully considered in all aspects of providing equipment.
28. Create, manage and maintain all relevant documentation, including policies, procedures, risk assessments, guidance and instructions related to the procurement, management, use and disposal of equipment.
29. Ensure local policies for the equipping of vehicles are maintained and adhered to in line with Service Expectations.
30. Lead and act as the point of contact for suppliers and principal stakeholders during equipment build and commissioning processes.
31. Ensure training requirements for new equipment are identified and addressed.
32. Develop, manage and maintain equipment asset databases.
33. Ensure that equipment records are up to date.
34. Ensure equipment maintenance is optimised and coordinated with external partners and internal maintenance teams.
35. Manage the sharing of data and flow of information across the fleet, suppliers, clients, and other external stakeholders and present equipment data to a variety of audiences.
36. Work directly with users to identify and implement service improvements.
37. Use available data sources to analyse, translate and present data to drive equipment efficiency and inform decision-making.
38. Use appropriate data to improve equipment performance and compliance.
39. Ensure that data sources evolve with changing technology and operating conditions.
40. Maintain equipment records, challenging performance and availability issues to ensure optimal service levels and ensure correct accountability and governance processes.
41. Deliver to agreed Service Level Agreements and Key Performance Indicators.

42. Support the wider Equipment team to develop innovative operational improvements and services to ensure a more efficient and environmentally sustainable equipment fleet.
43. Monitor and ensure compliance of standards in line with local policy, industry standards and health and safety regulations.
44. Maintain departmental business continuity plans and develop event-specific plans to provide equipment outside Business-as-Usual arrangements.
45. Take responsibility for the efficient provision of resources and develop strategies to reduce resource use.
46. Work with partners and stakeholders to reduce the carbon footprint of equipment.
47. Provide resilience to the Equipment and Fleet teams.
48. Take responsibility for personal development and keep up to date with relevant standards and legislation.
49. Work collaboratively with other Fire and Rescue Services to find common solutions to equipment problems.
50. To be responsible for the day-to-day management of the service PPE contract including managing the new starters and leavers processes.
51. To investigate failures of service equipment and implement changes based on the outcome of these investigations.
52. Be responsible for the management and provision of IEC equipment in coordination with SCAS and the service IEC instructors.
53. To manage the provision of non-fire PPE to specialist roles.
54. To deputise for the Group Manager Fleet and Equipment where required at national, regional and local working parties and committees.
55. To be a point of contact for specialist advice on the cleaning and decontamination of all operational equipment and PPE.
56. Undertake specified projects and investigations as required.
57. Formally assess as a qualified assessor as required.

Person Specification

Qualifications and training	On recruitment	After Training
Computer Literate and able to use electronic office systems including Microsoft Office (Word, SharePoint, Excel, PowerPoint) and databases.	×	
LOLER inspector		×
IOSH Managing Safely or NEBOSH NGC		×
Membership of a relevant fire, equipment or fleet professional body		×

Knowledge, skills and experience	On recruitment	After Training
Knowledge and understanding of operational activities	x	
Knowledge and understanding of RPE, Rescue Equipment, Working at Height Equipment, Water Rescue Equipment and Hazardous Materials Equipment in an operational context	x	
Knowledge of underpinning standards and legislation associated with the provision of equipment at work.		x
FRS-specific vehicle and equipment technical specifications and duties, deployment suitability and equipment implications.	x	
Business continuity planning and operational support.		x
Equipment costing modelling (forecasting and in-year management).		x
Relevant safety regulations and legislation	x	

Other Requirements

Ability to travel to other locations within the county of Berkshire

Flexible approach to working hours and attendance and ability to attend meetings out of hours on occasion.

RBFRS Behaviours

The Behavioural Competency Framework outlines the standards that we already hold ourselves to and sets out the behaviours that are associated with our core values. These have been divided into three levels in the organisation based on the role an individual is performing - Leading Self, Leading Others and Leading the Service.

This level this role operates is **Leading Others**

Leading Yourself (Behaviours for Everyone)

Safe	We are a service where our health, safety and wellbeing is a shared responsibility. Speaking up, looking out for each other, and holding high standards are how we keep our people and communities safe.
Supportive	We are a service where support isn't just about words, it's about action. Looking out for each other, sharing knowledge, and working together make us stronger.
Inclusive	We are a service where inclusion is a shared responsibility. It's not about making everyone the same, it's about making sure everyone feels like they belong, is treated fairly and has a voice. Inclusion happens through everyday actions, not just policies.

Leading Others (Behaviours for those who Manage/Influence Others)

Safe	We set the tone for a safe and professional environment. Whether we lead a team directly or influence others across the service, we create an environment where people feel confident speaking up, take responsibility, and support each other to maintain a working environment that feels safe for all.
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ROYAL BERKSHIRE FIRE AND RESCUE SERVICE

Job Profile Green Book [F600]

Supportive	We create a working environment where people feel supported practically, emotionally and in their development. Whether leading a team or influencing others, we create supportive places and encourage personal and professional development.
Inclusive	We create a working environment where everyone is valued, respected, and able to contribute. Inclusion isn't just about policies, it's about what we do every day. We take responsibility for leading in a way that lets people know they belong.
Leading the Service (Behaviours for those in Senior Management Positions)	
Safe	The way we lead, the decisions we make, and the culture we shape, result in everyone feeling safe to do their best work. Safety isn't just about policies and procedures; it's about building trust and the confidence to speak up and act.
Supportive	We lead in a way that strengthens our service for the long term, supporting our workforce and the communities we serve. How we lead shapes the conditions for people to thrive and the impact we have beyond our own teams.
Inclusive	As senior leaders, we set the standard and remove the barriers. People's experience of our service is shaped at the top. The way we lead determines whether inclusion is something people feel in their day-to-day, or just something we talk about. It's our job to make sure it's real, measurable, and built into how we operate.

Profile prepared by:	Group Manager Fleet & Equipment		
Approved by:	Head of Assets		
Profile Effective from:	October 2026	Last reviewed:	
Post holder name:		Signature:	
		Date:	