

Positions Vacant

Full-Time Fire Officer 2IC (Station Officer level)

Are you ready to take on a unique leadership opportunity in fire services? Norfolk Island Regional Council is inviting applications from suitably qualified and enthusiastic individuals—both from Norfolk Island and across Australia—for the role of **Fire Officer 2IC at the Station Officer level**.

This is a rare and exciting opportunity to work in a dual-capacity fire service environment, where the Norfolk Island Fire Service operates both the **Aviation Rescue and Firefighting Service (ARFFS)** and the **Domestic Fire Service (CFS)**. The successful candidate will assist the Fire Commander with managing both services, contributing to a model that is not commonly found in the industry.

This role is based at Norfolk Island; all qualified applicants are encouraged to apply.

Reporting to the Fire Team Leader, the Fire Officer 2IC plays a pivotal role in the operational and administrative management of both the Norfolk Island ARFFS and the Community Fire Service. You'll ensure compliance with all regulatory standards, lead training and development activities, and support the strategic direction of the fire services team.

This position requires a strong leadership presence and a commitment to excellence in emergency response and community safety. The minimum qualification requirement is a **Diploma in Public Safety (Firefighting Management)**, with an **Advanced Diploma preferred** (from a **CASA-approved training organisation** such as Airservices Australia), qualifying you to perform supervisory duties within the fire team.

Position Details

- **Location:** Norfolk Island
- **Classification:** Station Officer level (NIRC Certified Fire Services EA 2024)
- **Salary:** \$100,420 per annum (subject to qualifications and experience)
- **Hours:** 37.5 hours per week (must be available to work outside normal hours)
- **Benefits:** 12% superannuation + entitlements in accordance with NIRC's Certified Fire Service Enterprise Agreement 2024

Key Accountabilities (Full duties available in the Position Description via the Employment Link)

- Take charge of team or part of a team of the Aviation Rescue and Fire Fighting Service to Norfolk Island International Airport.
- Take charge of team or part of a team of Community Fire Fighting Service.
- Deliver emergency assistance and response to Aviation Rescue and Firefighting Services for persons and property in accidents/ emergencies, occurring at, or in the immediate vicinity of Norfolk Island International Airport.
- Deliver emergency assistance and response for Norfolk Island Community Firefighting Services for persons and property in accidents and emergencies occurring on Norfolk Island.
- Develop, improve and manage internal capability to deliver applicable category and emergency response for both ARFFS and CFS services.
- Assist Fire service representation on the NI Emergency Management Committee

Qualifications

- Diploma in Public Safety (Firefighting Management), with an Advanced Diploma preferred (from a CASA-approved training organisation such as Airservices Australia)
- ASIC (Aviation Security Identification Card)
- Advanced First Aid Certification
- HR Driver's License or equivalent
- Current Radio Telephone Operators Certificate
- Norfolk Island Airport Airside Driver's License (or ability to obtain)
- Maintain all firefighter competencies and CASA requirements

Competencies

- High-level knowledge of ICAO and CASA safety regulations
- Maintain aviation and domestic fire service competencies
- Meet CASA aviation competency requirements within 90 days
- Cultivate and maintain sound working relationships with community agencies/groups requesting advice relating to Fire Safety

How to Apply:

Enquiry Contact Officer Shane Wallis (Team Leader - Fire Services) - phone [+6723 51986](tel:+672351986) or email shane.wallis@nirc.gov.nf

General enquiries may be made to Human Resources Office at hr@nirc.gov.nf.

Interviews will commence to suitable candidates and possible job offer will be considered with successful candidates prior to closing date. Appointments will be made on merit in accordance with the principles of Equal Employment Opportunity (EEO).

All applications are to be lodged by **email** to hr@nirc.gov.nf with enclosed resume together with recent referees **no later than 04.00pm Monday, 18 August 2025.**

Scott Hackney
Acting General Manager