Role Title: Certification Engineer
Company: BRE Global Assurance (Ireland) Limited
Location: Dublin, Ireland
Reports to: General Manager - BRE Global Assurance (Ireland) Limited

Why is this role key to our business?
Responsible for the operation, management and development of certification schemes within BRE Global Assurance (Ireland) Limited. The work will involve the management and undertaking of EU Notified Body certification activities. Responsible for making decisions leading to the issue, maintenance, suspension or withdrawal of certification in relation to EU Directives.

How will I add value in this role?
- Undertake and/or co-ordinate projects, ensuring that the work is properly controlled, monitored and disseminated to meet the needs of the company and the customer.
- Conduct EU Notified Body activities and make certification decisions in line with the standards and within the competence measures defined as per the EU directives.
- Monitor practices of own and others’ work to ensure compliance with corporate, statutory and legal requirements as well EU directives and Notified Body auditing standards.
- Liaising with test laboratories, both internal and external, to effectively schedule and manage work programmes.
- Report writing and verification or validation and review of test reports
- Effective communication with clients internationally.
- Assist in the development of new EU certification and testing schemes from concept to roll out
- Representing the company at various trade and standards meetings.
- Liaising with internal departments, customers, trade bodies, approval agencies and accreditation bodies

What authority do I have in this role?
This role has no budgetary responsibility but may from time to time manage a small team.

Where does this role sit in the team?
This role reports to the General Manager of BRE Global Assurance (Ireland) Limited.

What do I need in order to deliver this role?
BRE Global Assurance (Ireland) Limited (trading as BRE Global Ireland) is a company registered in Ireland, company registration number 602123 and whose registered office is situated at 6th Floor, South Bank House, Barrow Street, Dublin 4. BRE Global Ireland’s trading office address is listed at the top of the page.
**Must have: (essential skills)**
- Qualification or equivalent experience in Engineering
- Understanding of mechanical and fire engineering principles and manufacturing processes of relevant products
- Comprehensive understanding and experience of having worked with quality standards
- Excellent customer service and interpersonal skills
- Experience in quality assurance or compliance/approvals
- Experience in product testing and evaluation
- Proficient in Word, Excel, Outlook and databases

**Great to also have: (desirable skills & experience)**
- Understanding of built environment processes and standards
- Experience in certification or certification industry
- Experience of relevant EU Directives

**Which competencies would I need to demonstrate in this role?**
- Strong decision-making skills
- Assertive, able to challenge constructively
- Beyond reproach in their way of working and delivering value to the customer as well as to the company
- Agility
- Strong communication and influencing skills
- Commercially astute

This job description is a non-exhaustive summary of your role, and is non-contractual. In addition to the above, you may be required to undertake additional duties in order to properly execute your role. This job description is subject to variation from time to time in order to meet the changing needs and requirements of our industry, as well as customer and business demands.

The experience requirements above are provided for guidance purposes; however we would welcome applications from candidates with more or less relevant experience who can demonstrate their suitability for the role.