



**PROVIDING PEACE OF MIND**  
Since 1982

# JOB DESCRIPTION

## Installation Engineer

SALARY D.O.E. | FULL TIME | PERMANENT | 40 HOURS  
MONDAY TO FRIDAY | OVERTIME AND CALLOUTS AVAILABLE

### ABOUT US

CIA Fire & Security Ltd is a leading security business based in Cirencester, Gloucestershire.

Our systems can be seen all over the United Kingdom and parts of Europe. We pride ourselves on installing and maintaining bespoke security and fire protection solutions utilising the latest proven technology.

Since 1982, CIA has evolved from a one-man operation into a successful company with over 80 members of staff. We have developed a strong reputation for providing a fantastic level of service, reliability and uncompromising expertise. This reputation has been earned by recommendations from satisfied customers, local authorities and business providers.

CIA has been successful in delivering a wide range of amenities to clients, supported by a reliable and dedicated 24-hour service team. In extending the operational areas, customer service has been maintained, with particular focus paid to fulfilling client requirements and expectations.

CIA is proud to be BAFE SP203-1 approved and NSI Gold accredited for both security and fire alarm systems. CIA is certified by ISO 9001:2015, which highlights our commitment to excellence. We are on the approved register of installers for over 35 different constabularies within the UK and Ireland.

### ROLE OVERVIEW

To install, commission and handover electronic security and fire systems, providing a first class service throughout their duties and maintaining the highest standards.

### MAIN DUTIES

- Installation, commissioning and handover of fire and electronic security systems
- Working within, and adherence/compliance to, all Health & Safety standards, CIA quality system procedures and NSI engineering standards
- To liaise/communicate any variances found/requested by clients to their co-ordinator
- To project manage workload as requested by their co-ordinator
- To accurately record all information including commissioning results
- To diagnose system faults and audit work done by others
- To manage tasks and report via mobile and emails
- To provide after-hours callout support via a rota system
- To carry out any other duties requested that are appropriate for their skill set

### SKILLS REQUIRED

- Health & Safety training records
- Proven background through an apprenticeship or similar qualification
- Relevant sector experience/qualifications
- Full UK driving licence
- Must be able to pass a CRB/DBS check

### ABOUT YOU

- IT hardware/software experience/qualifications
- Pro-active problem-solving abilities
- Able to work alone or as part of a team
- Excellent communication skills
- Excellent time keeping
- Strong customer service skills
- Ability to train/inspire/mentor apprentices

### BENEFITS

- Competitive salary based on experience/qualifications
- Competitive annual holiday allowance
- Auto-enrolment pension
- Vehicle provided
- Phone/laptop/tablet provided
- Callout allowance provided
- Career progression opportunities

### READY TO APPLY?

Send your most recent up-to-date CV and supporting Cover Letter to [info@ciafireandsecurity.co.uk](mailto:info@ciafireandsecurity.co.uk)