

FIRE PREVENTION INSPECTOR

NATURE OF WORK

This is responsible inspection work enforcing municipal and state fire prevention regulations and promoting public fire safety.

Work involves responsibility for improving conditions of public safety through enforcement of fire prevention laws and ordinances as well as accepted inspection standards. Work also involves conducting and supervising fire prevention inspections of commercial and public structures including theaters, churches, apartment dwellings, schools, child care centers, and mobile home courts to ensure compliance with fire codes. Work includes investigating and supervising investigations of fires, bomb threats, and complaints received on businesses for unsafe fire prevention practices as well as inspecting private dwellings upon request of occupant. Although unusual situations may be referred to a superior for advice or assistance, work is normally performed independently following established procedures. Supervision is received from an administrative superior with work being reviewed through oral and written reports.

EXAMPLES OF WORK PERFORMED

Conducts inspections of commercial, industrial, and public assembly buildings for all fire hazards including efficiency of fire protection equipment, adequacy of fire escapes and fire exits, and compliance with municipal and state fire prevention regulations.

Advises and instructs building owners and occupants in the removal of existing fire hazards as well as fire prevention methods; recommends methods of reducing potential fire hazards.

Reports violations of fire safety regulations and established safety standards to appropriate building owners and occupants and prepares written notices for follow-up action.

Examines blueprints of fire detection systems prior to installation.

Inspects the storage and use of explosives or inflammable materials; and secures evidence in condemnation proceedings.

Supervises the investigations of fires to determine cause and origin as well as to gather evidence including examining the site of the fire, questioning witnesses, neighbors, and property owners and taking photographs of fire scene; investigates bomb threats including searching premises for unusual or out of place articles and questioning employees; removes and disposes of bombs; responds to fire safety complaints filed against commercial establishments.

An employee in this class may be temporarily reassigned to a higher level classification as necessary.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Considerable knowledge of fire prevention codes, ordinances, rules, and regulations.

Considerable knowledge of the principles and practices of fire safety and of inspection techniques.

Considerable knowledge of municipal building, electrical, and plumbing codes where applicable to the work.

Ability to recognize and define fire hazards and to recommend effective remedial measures.

Ability to conduct harmonious discussions with property owners and the general public and to persuade them of desired courses of action.

Ability to enforce laws, ordinances, and regulations with firmness, tact, and impartiality.

Ability to communicate effectively both orally and in writing.

Ability to understand and carry out oral and written instructions.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from a senior high school or equivalent supplemented by completion of additional coursework in fire science or fire technology plus considerable experience in the enforcement of fire prevention regulations and certification in the International Fire Code.

MINIMUM QUALIFICATIONS

Graduation from senior high school and certification in the International Fire Code within one year of appointment; or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills.

Candidates also must meet such specific physical requirements as well as length and type of service requirements as are established by the City.

NECESSARY SPECIAL REQUIREMENT

Possession of a valid driver's license for operating a vehicle is necessary for the satisfactory performance of assigned duties.

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