

## **FIRE INSPECTOR**

### **DEFINITION**

Under general direction, to perform responsible, technical and specialized work in the fields of fire safety and prevention inspections, hazardous materials disclosure and inspection, fire investigation, engineering and code enforcement including nuisance and weed abatement; to enforce local, State, and Federal building and fire codes; to conduct fire safety education programs and presentations; and to do related work as required.

### **DISTINGUISHING CHARACTERISTICS**

The distinguishing characteristics between the Fire Inspector Trainee and Fire Inspector positions are increased independence of action based on experience and training as incumbents gain experience in a wider variety of duties.

### **REPORTS TO**

Fire Division Chief

### **CLASSIFICATIONS SUPERVISED**

This is a non-sworn, non-supervisory position.

### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES** *(The following is used as a partial description and is not restrictive as to duties required.)*

Conduct inspections of buildings and property; issue permits for special hazards and equipment; issue notices of violations; coordinate and participate in public fire education, instruction, and demonstrations; perform research and analysis; create presentation materials; handle complaints from public, private, and governmental agencies; maintain accurate and complete records and files; attend and participate in professional group meetings; operate a variety of equipment and tools used in performing inspections; maintain good interdepartmental relationships with all City departments; and perform related duties and responsibilities as assigned.

### **TYPICAL PHYSICAL REQUIREMENTS**

On a continuous basis, work both indoors and outdoors; intermittently travel in assigned vehicle when performing fire prevention inspections or when responding to emergency situations/incidents; exposed to dust, noise, smoke, fumes, oil, grease, constant equipment vibration, machinery with moving parts, moving objects or other vehicles, wet, sloped, uneven, and slippery surfaces; may work unusual schedule during emergencies; conduct field inspections in varying climate and temperature conditions; lift up to 100 pounds. Performance of duties may include working at heights in excess of 12 feet.

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### **TYPICAL WORKING CONDITIONS**

Work is normally performed both indoors and outdoors; frequent driving to different locations throughout the City; work may be performed in a variety of temperatures and weather conditions; work may be performed with unusual exposure to high temperatures and heat; work may be performed with exposure to constant moisture; work may be performed with unusual exposure to hazardous materials and chemicals; regular contact with other staff and the public; extensive coordination with Inspection Services and Code Enforcement.

### **DESIRABLE QUALIFICATIONS**

#### **Knowledge of:**

Organization, procedures, and operating details of City government;  
Principles and procedures of record keeping;  
Basic word processing methods, techniques and programs;  
Correct interpretation and application of applicable policies and procedures;  
Pertinent federal, state, and local laws, codes and regulations.

#### **Ability to:**

Understand, interpret, and apply the Uniform Fire Code, Uniform Building Code, and other applicable federal, state and local laws;  
Detect fire hazards and code violations and determine appropriate mitigation measures;  
Plan and independently perform field work;  
Conduct thorough and detailed fact finding investigations of fire incidents;  
Effectively organize and document facts leading to criminal prosecution.

#### **Training and Experience:**

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

**Education:** Completion of Associate Degree in fire or building technology-related course work. Successful completion of California State Board of Fire Services accredited courses Fire Prevention 2A, 2B and 2C. Highly desirable is the completion of California State Board of Fire Services accredited courses Fire Prevention 3A and 3B.

**Experience:** Two (2) years of full-time fire inspection experience, with one year's experience as a Fire Inspector Trainee with the City of Merced, or two (2) years experience in an equivalent position.

#### **Special Requirements:**

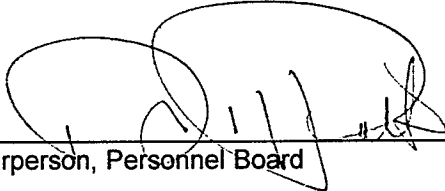
Possession of a valid Class C California Driver's License issued by the Department of Motor Vehicles.

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Reference: City of Merced Personnel Rules and Regulations, Sections 5.05 and 5.07.

*The contents of this class specification shall not be construed to constitute any expressed or implied warranty or guarantee, nor shall it constitute a contract of employment. The City of Merced assumes no responsibility beyond the general accuracy of the document, nor does it assume responsibility for any errors or omissions in the information contained herein. The contents of this specification may be modified or revoked without notice. Terms and conditions of employment are determined through determined through a meet and confer process and are subject to the Memorandum of Understanding currently in effect.*

APPROVED

  
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Chairperson, Personnel Board

DATE : August 12, 2002