



NORTH LAKE TAHOE FIRE PROTECTION DISTRICT FIRE PREVENTION INSPECTOR/INVESTIGATOR

FILING DEADLINE – UNTIL FILLED

Salary Range: \$68,510 to \$104,000 annually

DESCRIPTION:

Under the direct supervision of the Fire Marshal, to perform a variety of technical inspections of public, commercial, industrial, residential and other buildings and property to ensure compliance with North Lake Tahoe Fire Protection District's fire prevention codes and regulations. Investigate fire safety violations and to participate in the development of fire safety educational programs.

EXAMPLES OF DUTIES ARE, BUT NOT LIMITED TO:

- Conduct inspections of private property and public buildings for compliance with pertinent life safety standards as mandated by Federal, State, and local codes and efficiency of fire protective equipment and adequacy of fire exits.
- Witness functional tests of automatic fire extinguishing systems and alarm systems.
- Assist or conduct fire investigations.
- Advise property owners on the removal of fire hazards and enforce compliance to correct hazards.
- Investigate complaints of alleged fire hazards and recommend corrective action as necessary to resolve complaints; answer questions and provide information to the public.
- Review construction plans and documents to ensure compliance with fire prevention laws and codes
- Conduct inspections for business license compliance.
- Perform related duties and responsibilities as required and assigned by the Fire Marshal.
- Maintain incident reports and prepare reports.
- Helps to coordinate, plan, and implement defensible space inspections

MINIMUM QUALIFICATIONS:

Any combination of education and experience equivalent to: Graduation from high school and four years' experience as a firefighter, or two years as a fire prevention specialist/inspector, or building code inspector, or fire plans examiner.

LICENSE/CERTIFICATIONS:

Must have a current, valid Nevada Driver's license. Possession of a certificate in CPR is highly desirable. International Code Council Fire Inspector I or equivalent. Ability to meet DSE Inspector requirements as defined by the Tahoe Regional Planning Agency Code of Ordinances within one year of hire date and International Code Council Fire Inspector II within one year of hire date International Code Council Fire Plans Examiner within one year of appointment, International Association of Arson Investigators Fire Investigator Technician (IAAI FIT) Certification or equivalent within three years of appointment. NWCG FI-210 Certification within three years of appointment.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge:

- Fire hazards, related prevention and abatement methods.
- Fire prevention inspection methods and techniques.
- Basic fire suppression methods, procedures and equipment.
- Codes, laws, policies and procedures relating to fire prevention.
- Building construction and material's used.
- Public relations as they relate to obtaining cooperation and compliance to fire codes and laws.
- Microsoft programs, Accela, Compliance Engine, Emergency Reporting
- Conduct complex fire inspection and code enforcement work.
- Respond to inquiries, complaints, and requests for service in a fair, tactful, and firm manner.
- Speak publicly and give presentation to the general public and other targeted audiences.
- Deal effectively with property owners, managers and the public in difficult work situations.
- Observe and record findings during inspections.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain cooperative working relationships with those contacted in the course of work

PHYSICAL DEMANDS:

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Work involves walking, climbing ladders, talking, hearing, using hands to handle, feel or operate objects, tools, or controls, and reaching with hands and arms. Vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus. The employee may be required to push, pull, lift, and/or carry up to 40 pounds. The noise level in the work environment is usually moderately quiet while in the office and moderately loud when in the field. Work may routinely require the employee to climb, balance, bend, stoop, kneel, crouch, and/or crawl. The employee may be required to work outside in all types of weather conditions, in wet and/or severe winter conditions, in high, precarious places, or near fumes, airborne particles, and/or toxic or caustic chemicals.

SPECIAL CONDITIONS:

IF OFFERED EMPLOYMENT, APPLICANT WILL BE REQUIRED TO SUBMIT TO A BACKGROUND INVESTIGATION AND A PRE- EMPLOYMENT PHYSICAL. FAILURE TO PASS WILL RESULT IN REMOVAL FROM THE POSITION.

Please submit Resume and Application. You can download an application at nltpd.net and mail to:

SHARON L. CARY
BUSINESS MANAGER
NORTH LAKE TAHOE FIRE PROTECTION
DISTRICT 866 ORIOLE WAY
INCLINE VILLAGE, NV 89451

OR e-mail to scary@nltpd.net

OR FAX to (775) 831-2072