



FIRE INSPECTOR

Department: Emergency Management
Job Class #: 688900
Pay Range: Professional 05

FLSA: Non-Exempt
Represented: Yes

Classification descriptions are intended to present a descriptive list of the range of duties performed by employees in this class and are not intended to reflect all duties performed within the job.

GENERAL FUNCTION: This is fire inspection work in securing compliance with fire prevention ordinances and accepted standards for the Pierce County Fire Prevention Bureau. The primary function of a Fire Inspector is inspecting places of public assembly, schools, multiple dwelling units, and commercial/industrial buildings for fire hazards, efficiency of fire protection equipment and adequacy of fire escapes and exits; and promoting the development and use of effective fire prevention methods. This position is responsible to assure that structures and businesses comply with applicable fire safety and prevention ordinances and laws.

ESSENTIAL FUNCTIONS:

- Inspect businesses for compliance with the Uniform Fire Code as adopted by Pierce County.
- Investigate complaints of alleged violations of fire regulations.
- Inspect new construction projects as required.
- Identify and report violations and infractions of laws, ordinances and safety standards.
- Use construction blueprints to inspect for compliance with codes and safety standards.
- Prepare detailed records and reports of inspection activities.
- May assist Deputy Fire Marshals in the investigation of fire scenes to determine cause and origin.
- May develop or present fire prevention education programs.
- Maintain regular, predictable and punctual attendance during regularly scheduled work hours at assigned worksite.
- Meet travel requirements of the position.
- Perform the physical requirements of the position; work within the established working conditions of the position.
- Work a flexible schedule, which may include evenings, weekends, holidays and overtime.

OTHER JOB FUNCTIONS:

- Perform other job functions as assigned.

SUPERVISION RECEIVED AND EXERCISED: Work is performed under the general supervision of the Fire Marshal and is reviewed for technical adequacy and conformance to codes, ordinances and internal procedures. This position does not supervise other employees.

WORK ENVIRONMENT: The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of the position. The Fire Inspector performs inspections throughout the Pierce County region. Field and office work is required on a routine basis. Travel by vehicle or on-foot is required, and may be over all types of terrain, including that which is uneven, steep, slippery, wet, icy or muddy. Field work sites may include buildings in various stages of construction, deterioration or disrepair, at construction sites and in remote locations. Travel to various work sites and/or meeting locations is required. Work is generally completed on a regularly scheduled basis, however, work schedules may require the incumbent to work a flexible schedule, holidays, weekends and may require reporting to work in the event of emergency.

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PHYSICAL REQUIREMENTS: The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the position. Finger dexterity to operate equipment used in the position, talking, seeing, and hearing is required. There is frequent walking, sitting, bending/stooping, climbing, pushing/pulling and minimal lifting associated with the classification as it is currently performed. Requires the ability to maneuver across uneven terrain, work in confined areas and scale various heights. Ability to travel to various work sites and attend meetings away from regular work site may be required. Work under stress and pressure conditions during an emergency may be required.

KNOWLEDGE, SKILL AND ABILITIES:

Knowledge of:

- Principles and practices of fire safety and inspection techniques.
- Fire and life safety principles, codes, ordinances, and standards.
- Code enforcement practices and procedures.
- Building codes and building construction, and their applicability to fire and life safety.
- Fire and arson investigation techniques.

Ability to:

- Understand and interpret architectural and/or construction plans, blueprints and sketches.
- Detect fire and/or life safety hazards and obtain and enforce corrective action, within the procedural framework of the Department.
- Establish and maintain effective working relationships with co-workers, other county agencies and the general public.
- Prepare comprehensive and accurate reports of inspection activities.
- Utilize appropriate interpersonal and conflict resolution skills to resolve complaints and violations in a professional manner, and to effectively gain cooperation and compliance.
- Effectively persuade, inform, educate, train or solicit information from a wide variety of individuals.
- Understand and follow written and verbal instructions.
- Work effectively and productively with others.
- Communicate effectively verbally and in writing to audiences of various social, cultural, ethnic, educational and economic backgrounds.
- Effectively coordinate, perform and complete multiple duties and assignments concurrently and in a timely manner.
- Meet the travel requirements of the position, if any.
- Physically perform the essential job functions of the classification.

MINIMUM REQUIREMENTS TO APPLY: Two or more years of experience in fire/building code inspection, fire prevention, fire investigation, or other fire service related work is required. Additional education or experience may substitute for the recruiting requirements.

SPECIAL REQUIREMENTS AND/OR QUALIFICATIONS: A valid Washington State driver's license may be required when travel is required of the position. After one year of employment, the employee will be required to pass the examination for Uniform Fire Code Inspector as tested by the International Fire Code Institute as a condition of continued employment.