

FIRE INSPECTOR

DISTINGUISHING FEATURES OF THE CLASS:

The work involves responsibility for the thorough inspection of new and existing dwellings, factories, schools, business establishments, colleges, and other facilities for compliance with fire prevention and fire safety standards. Errors in inspection may result in loss of life and property. General supervision is received from the Building Inspector or other official with special problems outlined in detail. Supervision may be exercised over the work of technical and clerical assistants.

TYPICAL WORK ACTIVITIES:

The following is indicative of the level and types of activities performed by positions in this title. It is not meant to be all-inclusive and does not preclude a supervisor from assigning activities not listed that could reasonably be expected to be performed by an employee in this title.

1. Inspects existing buildings and buildings under construction for compliance with fire prevention standards set forth in the New York State Uniform Fire Prevention and Building Code;
2. Inspects multiple dwelling residences for fire hazards and conformity to the New York State Multiple Residence Law;
3. Receives and investigates complaints, issuing notices for code violations found;
4. Reinvestigates to ensure that necessary corrections have been made, initiating court proceedings as required;
5. Teaches fire prevention through educational talks at schools and community groups;
6. Investigates suspicious fires to determine cause and files reports;
7. Attends work related seminars and training sessions, including state-mandated courses;
8. Attends meetings as required;
9. Maintains records of activities and compiles periodic summary reports and special reports as needed;
10. Reviews site and building plans and issues permits;
11. When employed by a fire department or fire district, may perform firemanic duties and assist in giving emergency first aid treatment.

FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES:

Good knowledge of the New York State Uniform Fire Prevention and Building Code and the Multiple Residence Law as they pertain to fire prevention and fire safety standards; good knowledge of building construction materials and practices; good knowledge of practices governing the storage and distribution of combustibles; ability to establish and maintain cooperative relationships with a variety of individuals; ability to read and interpret plans and specifications; personal characteristics necessary to perform the duties of the position; physical condition commensurate with the demands of the position.

FIRE INSPECTOR (Cont'd)

MINIMUM QUALIFICATIONS:

- EITHER: (A) Associate's degree in architectural technology or building construction technology and one (1) year of full time work experience in the construction, revitalization, or repair of residential, commercial, mixed use or industrial structures;
- OR: (B) Graduation from high school or possession of a high school equivalency diploma and three (3) years of full time work experience in the construction, revitalization, or repair of residential, commercial, mixed use or industrial structures;
- OR: (C) Four (4) years of full-time paid work experience as a Firefighter or verifiable* volunteer experience as a Firefighter;
- OR: (D) An equivalent combination of training, education, and experience as indicated in (A) and (C) above.

NOTE:

Full time work experience as a qualified municipal building or fire inspector or as an assistant building or fire inspector may be substituted for the above work experience or education requirement on a year-for-year basis.

Your degree or college credit must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education.

*Volunteer experience will require confirmation from a responsible agency official.

SPECIAL REQUIREMENT:

1. Possession of a valid driver license to operate a motor vehicle in New York State.
2. Special training and certification requirement required under Section 159A of the New York State Executive Law:

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