

FIRE PREVENTION OFFICER

DISTINGUISHING FEATURES OF THE CLASS:

This is important inspection work involving the responsibility for the thorough inspection of dwellings, factories, schools, and mercantile establishments. It involves the inspection of oil burners and tanks. Errors in inspection may result in serious loss of life and property. A Fire Prevention Officer receives general instructions en route to assignments with special problems being outlined in detail by the Fire Chief or Fire Commissioner. The work is checked by a review of records of inspection. A Fire Prevention Officer may be required to function as a Firefighter when necessary.

TYPICAL WORK ACTIVITIES:

1. Inspects theaters, paint stores, dry cleaning plants, fuel oil tanks, wholesale fuel oil storage plants, retail fuel stations, kerosene storage plants and other combustible storage places for compliance with municipal regulations;
2. Inspects multiple dwelling residences under the New York State Multiple Residence Law;
3. Teaches fire prevention through education talks at civic groups, home bureaus, schools and granges;
4. Maintains records and keeps up-to-date files on activities;
5. Drives and operates motor driven firefighting equipment;
6. When not performing inspection duties, must act as firefighter by responding to fire alarms and emergency calls with fire company to which assigned;
7. Lays and connects hose lines and nozzles, turns water on and off;
8. Operates a pressure pump;
9. Performs salvage operations at sources of fire, such as covering furniture with tarpaulins and cleaning debris;
10. Assists in giving emergency first aid treatment to injured persons;
11. Cleans and maintains fire equipment;
12. Puts up and climbs ladders and enters burning buildings when necessary;
13. Performs miscellaneous clerical work when assigned;
14. Performs a variety of tasks in connection with the maintenance and repair of buildings and grounds;
15. Is subject to call for the performance of general firematic duties or inspection tasks at all times by the Fire Chief and/or the Fire Commissioner.
16. Does related work as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of modern firefighting and fire prevention methods; good knowledge of state and municipal fire prevention codes and ordinances; good knowledge of practices governing the storage and distribution of combustibles such as gasoline, kerosene, and dynamite; good knowledge of the use and maintenance of firefighting equipment; good knowledge of the geography of the locality; working knowledge of departmental rules and regulations; working knowledge of basic first aid; ability to establish and maintain cooperative relationships with the public; firmness with courtesy; tact; initiative; resourcefulness; good judgement; physical condition commensurate with the demands of the position.

FIRE PREVENTION OFFICER (Cont'd)

MINIMUM QUALIFICATIONS:

Five years permanent competitive status as a Firefighter.

SPECIAL REQUIREMENT FOR APPOINTMENT:

Possession of a valid driver's license.

PS6214

ADOPTED: 07/03/91 (Firefighter Inspector)