

*Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.*

## JOB ANNOUNCEMENT

**POSITION: FIRE INSPECTOR**

Posting# 4206-0514jhm

### REQUIRED ATTACHMENTS TO APPLICATION:

- College transcripts and/or diploma to receive College credit - internet printouts & photocopies are acceptable
- Required licensure/certifications

**STARTING SALARY:** Step 31; \$1,490 bi-weekly \*(plus benefits package)

*Step increase available after completing probation and annually thereafter.*

**OPENING DATE:** April 25, 2014

**CLOSING DATE:** Open Until Filled

(Begin reviewing applications 5/12/2014)

*The eligibility list created by this posting may be used to fill current full or part time vacancies and full or part time vacancies and grant funded vacancies that occur within the next two (2) months*

**For additional information see the job description at - <http://www.utahcounty.gov/jobs>**

**JOB SUMMARY:** Under general supervision of the County Fire Marshall, performs a variety of working level, technical fire prevention and investigative duties related to fire safety training and code enforcement to prevent loss of life and property caused by fire or other emergencies.

**DUTIES INCLUDE:** Performs annual fire inspections of licensed businesses in unincorporated Utah County, non-licensed facilities, and Utah County Government facilities. Issues permits and conducts inspections of (LPG) tanks, flammable and combustible fuel tanks, and hazardous materials according to adopted fire codes. Issues explosive blasting permits; conducts on-site inspection for fire code compliance. Provides pre-fire plans, hazardous material inventory lists to city fire chiefs as required by Utah County Fire contracts. Manages the computerized fire system (Code Pal). Reviews plans and inspects special events, carnivals, fairs, exhibits, and pyrotechnic displays. Attends Local Emergency Planning Committee (LEPC) meetings. Reviews fire sprinkler plans and conducts inspections of these systems. Facilitates invoicing procedures for fire inspections with the Auditor's Office.

**EVALUATION AND SELECTION FACTORS INCLUDE: Working knowledge of:** state, county, and city codes, laws, regulations, and ordinances related to fire prevention, investigation, and prosecution; fire investigation methods and procedures; arson arrest procedures; common fire hazards and related safety precautions; fire fighting methods, techniques, and procedures; firefighting equipment types and varieties and their most appropriate and effective use; equipment maintenance and care; fire vehicle equipment; emergency medical techniques and procedures and first-aid.

**Skill in:** interpersonal communication; training methods and techniques. **Ability to:** organize and analyze evidence related to causes of fire; determine fire causes; prepare department reports in a clear and understandable manner; communicate effectively verbally and in writing; develop effective working relationships with supervisors, fellow employees, and the public.

**REQUIREMENTS FOR EMPLOYMENT:** Associate's degree or higher in Fire Science or two years of related experience, and a minimum of one year of fire prevention work experience that includes conducting inspections. **Applicants receiving a conditional offer of employment will be required to submit to a pre-employment drug screen and additional background checks as required.**

**LICENSURE/CERTIFICATIONS:** Applicant must possess current International Code Council (ICC) Fire Inspector I Certification. Applicant must possess or obtain the following certifications through the State of Utah within one year in position: Firefighter I or higher, Fire Inspector I, Fire Instructor, HazMat Awareness, HazMat Operations. Applicant must possess a valid driver's license and obtain a valid State of Utah driver's license within 60 days of employment.

**EXAMINATION/SELECTION PROCESS:** Individuals interested in the position must submit an official Utah County Government application and required attachments to the Utah County Office of Personnel Management, 100 East Center, Suite 3800, Provo, UT 84606, by 5:00 PM on the closing date. **NO POSTMARKS OR RESUMES.** Additional information will not be accepted after the closing date. The Personnel Department will screen the applications for minimum qualifications. The selection process will consist of a hiring interview, and may include any one, or a combination, of the following examinations: application and/or supplemental review/rating, written examination, performance test and/or oral examination. The Personnel Department reserves the right to call only the most qualified applicants to any of the examinations.

