

# APPLE VALLEY FIRE PROTECTION DISTRICT JOB DESCRIPTION

## FIRE INSPECTOR II

Revision #1

Date: 05/08/2018

Approved By: Signed Original on File

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Reports to: Fire Marshal

Supervisory Position: No    PFA: No    Safety: Yes    FLSA Exempt: No

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### **General Position Description**

Under general direction, the Fire Inspector II is responsible for conducting inspections of a variety of businesses and properties within the District boundaries for the purpose of compliance with local, state, and federal laws and standards. Performs public education programs, and conducts investigations into the origin and cause of fires. May assist with plan reviews and related duties as requested.

### **Principle Duties and Responsibilities**

- The Fire Inspector II makes inspections of commercial and industrial establishments, places of public assembly and other businesses to determine compliance with applicable codes and ordinances; writes reports and generates necessary correspondence to obtain code compliance; and issues appropriate permits.
- Assists with plan checks on new building construction and development to determine compliance with fire and life safety requirements; makes necessary contact with developers, property owners, architects, engineers, and contractors to convey requirements; follows through with related field inspections and tests.
- Investigates complaints received by the department and determines whether a fire hazard exists, and issues notices to abate the hazards. Follows up through appropriate legal channels necessary to secure abatement.
- Prepares for and delivers public education programs; advises and assists in the formation of evacuation and emergency action plans for large public and private buildings.
- Participates as required in District training programs.
- May issue citations to gain compliance.
- Evaluates fire scenes to determine origin and cause of fires; conducts investigations related to apprehending and prosecution of suspected arsonists.
- Occasionally climbs ladders, scaffolding, enter trenches, or crawl within areas of confined spaces while conducting fire investigations or field inspections.

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- May be placed in hazardous environments (smoke, heat, and toxic levels) while performing fire investigation duties, which include but are not limited to: walking, climbing, and hiking through creeks, hills or other physical or topographical considerations.
- May be required to wear self-contained breathing apparatus or respirators for extended periods of time.
- May be called upon to use heavy and/or specialized equipment to dismantle, or collect evidence for prosecuting the crime of arson.
- Conducts inspections of new construction of buildings and developments for compliance with applicable fire related codes.
- May be required to perform duties of a Fire Inspector I.
- Performs related duties and responsibilities as required.

**Minimum Qualifications**

As established in District Personnel Policy P-5.

**Description of Duties, Abilities and Work Environment**

Reference: Description of Duties, Abilities and Work Environment for safety personnel Category I.