

CIVIL SERVICE POSITION

The City of Renton is accepting applications for

FIRE INSPECTOR (*Revised Announcement*)

(Represented by 2170 AFSCME)

2008 Salary Range – Level I \$4,189 - \$5,104 per month
– Level II \$4,400 - \$5,363 per month

Date Opened: December 19, 2007

Date Closed: January 11, 2008

APPLICATION PROCEDURE

To be considered for this position in the Fire & Emergency Services Department, complete and return a **City of Renton Application and Resume** on or before 5:00 pm on the closing date to the Civil Service Secretary/Chief Examiner, located in Human Resources, 1055 South Grady Way, Renton, WA 98057. **Postmarks are not accepted.**

Applications may be obtained by using the following options:

- Download an application from the City's website, www.rentonwa.gov. Click on "City Jobs Available";
- Request an application via email at bsandler@ci.renton.wa.us
- Visit the Civil Service/HR & Risk Management Dept. on the seventh floor at City Hall; or
- Call 425.430.7650.

NATURE OF WORK

The Fire Inspector I is an entry level professional classification in the Fire Inspector series, and performs a variety of lighter hazardous commercial and industrial inspections to identify fire and safety hazards, promotes public awareness and fire prevention and performs basic fire scene investigations. The Fire Inspector II performs higher hazardous inspections of commercial and industrial facilities to ensure compliance with the Uniform Fire Code. The Fire Inspector II is an intermediate level professional classification in the Fire Inspector series, and performs a variety of higher hazardous commercial and industrial inspections to identify fire and safety hazards, promotes public awareness and fire prevention and performs more complex fire scene investigations. 40 hour week with flexible schedule allowed per current contract. Weekends as necessary.

REPRESENTATIVE DUTIES – (DEPENDENT ON LEVEL OF POSITION) Inspect commercial, industrial, assembly, educational and institutional occupancies, buildings and facilities; identify fire hazards and assure proper function of fire protection equipment. Assure compliance with a variety of fire prevention laws, ordinances and codes; initiate steps to enforce compliance as needed. Respond to fire alarm calls; secure fire scene, interview witnesses, photograph fire scene, prepare scene diagram and collect evidence to establish the cause and origin of the fire. Prepare fire investigation reports as required documenting fire damage, description of premises, fire indicators, area of origin and substantiating evidence of cause, origin and classification.

Inspect complex occupancies with potentially hazardous conditions or specialized activities such as welding or spraying painting facilities and facilities where flammable, combustible or hazardous materials are stored, mixed or dispensed.

Respond to complaints and reports of fire code violations; inspect premises and assess hazards; make appropriate recommendations and issue citations as needed; conduct re inspections and follow-up as appropriate.

Representative duties are intended to present the essential duties performed by employees in this class and may not reflect all the duties performed on the job.

WORKING CONDITIONS

Work is performed in an office environment and in the field and may include walking, standing, bending, climbing and other physical activities with possible exposure to hazardous materials. Considerable travel is required.

EDUCATION AND EXPERIENCE

Fire Inspector I - Any combination equivalent to: graduation from high school supplemented by specialized course work and training in fire science. Two years of experience in fire inspection or closely related field preferred.

Fire Inspector II - Any combination equivalent to: graduation from high school supplemented by specialized course work and training in fire science. Four years of experience in fire inspection or closely related field preferred.

Preferred candidates should have current certification level of Fire Inspector I or II.

LICENSES AND OTHER REQUIREMENTS:

Valid Washington State driver's license.

SELECTION PROCEDURE

- Those applicants whose experience and qualifications most closely meet the requirements of the position as determined by the application will be invited to participate in a competitive selection consisting of a Written Test weighted at 30%, a Presentation weighted at 20% and an oral board interview weighted at 50% requiring a combined passing score of 70%.
- Following the examinations, a **six month** eligibility register will be established based on the rank order of passing scores. Candidates who are placed on the eligibility list may be considered for vacancies occurring within that time period.
- Test References: 2006 IFC (Open book), IFSTA Fire Inspection and Code Enforcement – Sixth Edition, NFPA 1031 – Chapters 1-5. **NFPA 921 Fire Investigations.**
- If you are invited to participate in the selection process and need ADA accommodation, please notify HR & RM at the time you are scheduled for testing. Healthcare provider documentation attesting to accommodation requirements shall be required prior to testing.

VETERAN'S PREFERENCE

In accordance with RCW 41.04, veterans who meet criteria for Veteran's Preference and achieve passing scores on competitive employment examinations may qualify to have 5 to 10% added to their final weighted score where a ranked eligibility list is established. If claiming Veteran's Preference, attach a copy of your DD214 to the back of the application along with the Veterans Status form. If the selection process does not include a competitively scored examination process with ranking, Veteran's Preference scoring criteria will not be applied. *Equal Employment Opportunity-12/07/bcs.*