

**CLASS TITLE: CHIEF OF TECHNICAL SERVICES
(FIRE SAFETY)**

**Class Code: 02253500
Pay Grade: 27A
EO Code: A**

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To be responsible for the management of fire safety programs pertaining to fire alarms, electricity, explosives, flammable liquids, public relations, training and research; and to do related work as required.

SUPERVISION RECEIVED: Works under the direction of a superior with wide latitude for the exercise of initiative and independent judgement; work is reviewed for results attained and for conformance to codes, laws, regulations and policies.

SUPERVISION EXERCISED: Plans, organizes, coordinates, supervises and reviews the work of a staff engaged in a variety of fire safety programs.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To be responsible for assuring compliance with the sections of safety codes, laws, regulations and policies pertaining to fire alarms, electricity, explosives and flammable liquids.

To review plans for fire alarm systems and when required, to be responsible for the installation and testing of such systems.

To be responsible for a program designed to assure fire safety in the use of electricity, especially with regard to electrical wiring.

To be responsible for assuring conformity to established fire safety standards with regard to such matters as: the storage, handling and installation of gases and flammable liquids; the transportation, use and storage of explosives; and the investigation of explosions.

To participate in the unit's public relations and information program by performing such duties as the preparation of press releases, the handling and answering of correspondence, and attending meetings to inform the public of the goals and services of the unit.

To be responsible for a training program designed to inform fire officials and building inspectors of interpretations of state and federal codes, laws, regulations and policies.

To conduct research studies designed to improve fire safety standards and performance in the areas of fire alarms, electricity, explosives, flammable liquids, public relations, training and research.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of the provisions of state and federal fire safety codes, laws, regulations and policies in the areas of fire alarms, electricity, explosives and flammable liquids and the ability to assure conformity to these standards; a working knowledge of the principles, techniques, tools, equipment and materials used in the electrician trade and skill in the application and the ability to read and work electrical wiring diagrams and blueprints; the ability to supervise a variety of fire safety programs; the ability to perform effectively in a public relations and information program and to establish and maintain effective working relationships with fire officials and the general public; the ability to conduct a training program for fire safety workers; the ability to conduct studies and prepare reports; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a senior high school; and

Experience: Such as may have been gained through: considerable employment in a supervisory position in the areas of fire alarms, electricity, explosives, flammable liquids, public relations, training and research.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

SPECIAL REQUIREMENT: Must possess a Journeyman Electrician's License issued by the Rhode Island State Board of Examiners of Electricians and must maintain such licensure as a condition of employment.

Class Revised: December 22, 1985

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