

CLASS TITLE:

FIRE INVESTIGATOR IV

Class Code: 02258600

Pay Grade: 30A

EO Code: C

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To assist a superior in the coordination and implementation of all phases of a program pertaining to fire and explosives investigations; to be responsible for conducting all levels of investigations, from routine to the most complex, into the cause, origin and circumstances of suspicious, accidental and incendiary fires; to assist a superior in coordinating the work of a staff engaged in a program of comprehensive fire and explosion investigations; and to do related work as required.

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

SUPERVISION EXERCISED: Assists a superior in coordinating the work of a staff engaged in a program of comprehensive fire and explosion investigations; leads and coaches Fire Investigators of a lower rank.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To assist a superior in the coordination and implementation of all phases of a program pertaining to fire and explosives investigations.

To be responsible for conducting all levels of investigations, from routine to the most complex, into the cause, origin and circumstances of suspicious, accidental and incendiary fires.

To assist a superior in coordinating the work of a staff engaged in a program of comprehensive fire and explosion investigations.

To review the status of ongoing fire investigations and to ensure the proper maintenance of agency records.

To conduct exterior and interior surveys, interpret and analyze fire patterns, examine and remove fire debris, and reconstruct the area of origin for the purposes of determining which points have suffered the most severe fire damage.

To locate and identify an origin, cause, and classification for the fire.

To document a fire scene in accordance with standard methods and procedures.

To conduct a complete criminal investigation to obtain a motive for the fire.

To prosecute violators of the fire safety laws and codes.

To adhere to proper rules and procedures in identifying, documenting, collecting, and preserving evidence while maintaining the chain of custody.

To conduct interviews with witnesses.

To carry firearms and other weapons in the performance of required duties.

To prepare and submit written reports containing conclusions reached from the investigation.

To charge and apprehend violators of the General Laws within the jurisdiction of the Office of the State Fire Marshal.

To cooperate with local, state, federal officials and industry related investigators.

To appear in court and give testimony.

As required, to be available for emergency and non-emergency recall outside of scheduled work hours.

To conduct and participate in training.

To safely operate an emergency response vehicle.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGE, SKILLS AND CAPACITIES: Advanced knowledge of the principles, practices and techniques of fire investigation; advanced knowledge of state and federal codes and regulations pertaining to fire safety; knowledge of and skill in the use of firearms; a thorough knowledge of the basic rules of legal evidence,

criminal law, and criminal procedure; the ability to assist in coordinating the work of a staff engaged in conducting comprehensive fire investigations; the ability to ascertain the cause, origin and circumstances of fires by means of personal contact, observation and the examination of records; the ability to prepare written reports; the ability to establish and maintain effective working relationships with fire and police officials and the general public; the ability to effectively explain the goals and services of the unit to public groups and organizations; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Graduation from a senior high school; and

Experience: At least two (2) years of employment as a Fire Investigator III. Candidates may substitute related Fire Department or Law Enforcement experience on a year-for-year basis for the required experience.

SPECIAL REQUIREMENTS:

1. At the time of appointment, must successfully pass a background criminal history examination.
2. At the time of appointment, must have been evaluated and tested by a certified psychologist and receive a satisfactory rating in writing.
3. At the time of appointment, must pass all mandatory medical examinations.
4. Must continually and satisfactorily complete all appropriate courses of training in law enforcement as identified by the State Fire Marshal or their designee as a condition of employment.
5. At the time of appointment, must meet the State of Rhode Island qualification requirements to carry weapons used in the performance of duty and must maintain such qualification requirements as a condition of employment.
6. At the time of appointment, must possess and maintain a valid motor vehicle operator's license.
7. Must possess and maintain Certified Fire Investigator certification or higher through the International Association of Arson Investigators, or a comparable level of certification by a nationally recognized organization as deemed comparable by the State Fire Marshal or their designee.

Class Revised: December 22, 1985

Editorial Review: March 15, 2003

Class Revised: May 12, 2019