

**CLASS TITLE: SENIOR FIRE SAFETY INSPECTOR**

**Class Code: 02258100**  
**Pay Grade: 19A**  
**EO Code: D**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** To perform fire safety inspections of a difficult or routine nature for the purpose of checking compliance with fire safety standards in state and federal codes, laws, regulations and policies in the area of health care facilities and public and private buildings other than single, two or three family dwellings; to assist a superior in coordinating an inspection program by assigning inspectors to conduct inspections and by assuring that these inspections are properly conducted and reported; 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 judgement; work is reviewed for results attained and for conformance to codes, laws, regulations and policies.

**SUPERVISION EXERCISED:** Plans, supervises and reviews the work of inspectors assigned to assist in conducting fire safety inspections.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

To perform fire safety inspections of a difficult or routine nature for the purpose of checking compliance with fire safety standards in state and federal codes, laws, regulations and policies in the area of health care facilities and public and private buildings other than single, two or three family dwellings.

To assist a superior in coordinating an inspection program by assigning inspectors to conduct inspections and by assuring that these inspections are properly conducted and reported.

To conduct appropriate inspections throughout the state to determine if construction, use, occupancy, maintenance, etc. conform to established standards.

To investigate complaints regarding violations of established fire safety standards.

To review substitute safety programs submitted by building owners in lieu of established standards, and to recommend approval or rejection of these plans.

To consult with, and to recommend to, appropriate persons those improvements, alterations, modifications and/or changes required to conform to established standards.

To prepare and submit pertinent written reports and to maintain such records as are necessary.

As required, to testify at hearings and in court as to the conformity of plans, buildings, structures and equipment to the established fire safety standards.

To do related work as required.

**REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A thorough knowledge of the practices, techniques and principles of the inspection of health care facilities and buildings in order to determine if they comply to fire standards and the ability to perform and supervise the performance of these inspections; a thorough knowledge of the fire safety standards established in state and federal codes, laws, regulations and policies; the ability to prepare written reports; the ability to establish and maintain effective working relationships with state, federal, local and private officials; 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: employment in a responsible position performing and supervising fire safety inspections of health care facilities and/or general occupancy type buildings.

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

Class Revised: November 13, 1983

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