

Job Class Code: 7377	FLSA Status: Partially Exempt
Pay Basis: Salary (Annual)	EEO Category: 4

GENERAL DESCRIPTION OF CLASS

The purpose of the job classification (class) is to perform skilled technical work in the inspection of building plans and construction for compliance with legal standards as well as investigate the cause of hazardous situations. Performs responsible protective service work involving an element of danger. The job class is responsible for responding to fires or other emergency situations, extinguishing fires, rescue, providing emergency medical services (EMS), conducting investigations and related follow-up. The job class works within broad policy and organizational guidelines, assists in the training of new inspectors, independently plans and implements projects; reports progress of major activities through periodic conferences and meetings.

TYPICAL TASKS

- Responds to fire or other emergencies; assesses situation and rescues persons from danger.
- Identifies persons requiring immediate care and provides life-saving procedures.
- Fights fires or takes actions to mitigate other situations such as natural disasters, hazardous spills, or other dangerous situations.
- Reviews and approves a variety of plans for construction, such as blueprints, or plans for installation of fire related systems or systems for hazardous materials or operations.
- Interprets fire and building codes in response to inquiries from architects, engineers, contractors and the general public.
- Responds to fire or EMS calls.
- Conducts investigations of serious hazardous situations including fires, environmental crimes, explosive devices, etc. to determine causes and identify any criminality; questions witnesses, suspects, or informants, gathers evidence, may take part in criminal investigations or court actions.
- Assists the Commonwealth's Attorney's Office in the preparation of trial cases related to allegations of violations of criminal or civil codes in related areas and testifies in court.
- Observes and approves the installation and maintenance of fire suppression and alarm systems and conducts acceptance test on installed fire protection systems.
- Conducts inspections of complaints of non-compliance, violations, or other complaints.
- Conducts fire prevention training programs through inspection, advising the public, and presentations or drills.
- Gathers and maintains information or evidence to support periodic and special reports documenting fire investigation activities and events or to update policy and procedures.
- Assists with the training of new inspectors and performs management oversight of division as directed.
- Attends staff or technical meetings to exchange information; attends in-service training and technical or professional classes, seminars, or conferences to improve technical or professional skills.
- Serves on boards or committees involved in the development review or other department activities.
- Reviews and/or verifies legal descriptions, contractor licenses, business licenses, reference materials, etc.
- Performs other related duties as assigned.

GENERAL STANDARDS

Data Involvement	Summarizes, tabulates, or formats data or information in accordance with a prescribed schema or plan.
Interpersonal/People Involvement	Persuades or influences others in favor of a service, point of view, or course of action; may enforce laws, rules, regulations, or ordinances.

Reasoning Requirements	Performs coordinating work involving guidelines and rules but solves problems almost constantly.
Mathematical Requirements	Uses mathematics involving the practical application of fractions, percentages, ratios and proportions or measurements, algebraic solutions of equations and inequalities, descriptive statistics, geometry, plane and solid, and mathematical classifications or schemes.
Language Requirements	Reads journals, manuals, and professional publications; speaks informally to groups of coworkers, staff in other organizational agencies, the general public, and people in other organizations; composes original reports, training and other written materials using proper language, punctuation, grammar, and style; presents training programs.
Mental Requirements	Requires performing specialized technical and professional work requiring general understanding of operating policies and procedures and their application to problems not previously encountered; application of specialized technical or professional principles and practices in the solution of problems.
Decisions/Supervisory Control	Directs actions of others, making decisions almost constantly, affecting coworkers, crime victims, patients, clients, and others in the general public; assists in developing operating policies and procedures.

EDUCATION, EXPERIENCE AND SPECIAL REQUIREMENTS

Vocational/Educational Requirement	Requires high school diploma or GED and any combination of education and experience equivalent to satisfactory completion of one year of college education in fire science or a closely related field.
Experience	In addition to satisfying the vocational/education standards, this class requires a minimum of five years of Firefighter experience.
Special Certifications and Licenses	Requires a valid driver's license or CDL and a driving record in compliance with City Driving Standards. Must possess or obtain the following certifications: <ul style="list-style-type: none"> • Firefighter II, Virginia Department of Fire Programs • Medical certification as mandated at the time of hire • Hazmat Operations • EVOC, Department of Fire Programs • Fire Inspector 1031, Virginia Department of Fire Programs • CORE module, Virginia Department of Fire Programs • Fire Investigator 1033, Virginia Department of Fire Programs • VFMA- Basic Law Enforcement, Virginia Fire Marshal Academy/Virginia Department of Fire Programs/Department of Criminal Justice • Special skills or equipment certification such as that required for fire or other inspections or investigations will be required.

AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS

The City of Chesapeake is an Equal Opportunity Employer. ADA requires the City to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

This is a class specification and not an individual position description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.