

## **FIRE INSPECTOR**

**PURPOSE:** To plan and conduct programs of public education regarding fire prevention and to participate in the inspection and investigation activities of the Fire Prevention Bureau in the City of Duluth Fire Department.

### **FUNCTIONAL AREAS:**

1. Participate in Fire Prevention Bureau inspections and investigations.
  - \*A. Inspect business and residential units to ensure compliance with safety laws and ordinances.
  - \*B. Inspect new building sites according to applicable State and Federal regulations.
  - \*C. Review plans of new construction, remodeling and all commercial and public assembly buildings.
  - \*D. Assist in enforcement of the Uniform Fire Code.
  
2. Conduct education and information programs regarding fire prevention.
  - \*A. Perform the task of educating the public in the detection and elimination of fire hazards.
  - \*B. Investigate complaints and respond to questions regarding hazards and violations of regulations.
  - \*C. Present information to civic organizations and school groups.
  - \*D. Conduct fire drills in schools, hospitals and convalescent homes.
  
3. Perform other related duties as assigned.
  - \*A. Maintain records and prepare required reports.
  - \*B. Respond to emergency calls and fire scenes as directed.
  - \*C. Represent the Fire Department to individuals, groups and the media upon direction or request.
  - \*D. Attend seminars, conferences, and meetings as required for continuing education or to represent the City.

### **MINIMUM QUALIFICATIONS**

1. License:
  - A. Possession of a Minnesota Class "D" driver's license or privilege at the time of appointment and thereafter.
  
2. Education and Experience:
  - \*A. Four (4) years experience as a Fire Fighter and/or Fire Equipment Operator with the City of Duluth Fire Department.
  
3. Knowledge:
  - \*\*A. Knowledge of fire prevention and safety principles, rules, codes, regulations and ordinances.
  - \*\*B. Knowledge of chemicals, explosives, gases and flammable liquids.

4. Skills:

- \*\*A. Skill in modern fire fighting techniques and equipment operation.
- \*\*B. Skill in identifying fire hazards.

5. Abilities:

- \*\*A. Ability to prepare fire education lessons and conduct presentations.
- \*\*B. Ability to assist in planning of an educational fire prevention program.
- \*\*C. Ability to conduct an educational fire prevention program.
- \*\*D. Ability to speak before groups in public.
- \*\*E. Ability to read and write technical reports.
- \*\*F. Ability to conduct inspection and investigations, analyze findings and make recommendations.
- \*\*G. Ability to work effectively with co-workers, administrators, employees, media representatives and the general public.
- \*\*H. Ability to occasionally climb, balance, crouch, and reach.
- \*\*I. Ability to lift and carry items weighing up to 50 pounds, such as debris from a fire scene.
- \*\*J. Ability to perform all tasks which require use of a self-contained breathing apparatus, as recommended by ANSI Z88.5-1981 and required by OSHA 1910.134.
- \*\*K. Ability to physically perform all duties which may be assigned during emergencies, as required by OSHA 1910.156.

6. Other Requirements:

- \*\*A. Must pass periodic medical examinations to verify the ability to physically perform all duties which may be assigned during emergencies, including task requiring the use of a self-contained breathing apparatus.
- \*\*B. Must not use, by smoking, ingestion, or otherwise, any tobacco products.

\* Essential functions of the job.

\*\* Job requirements necessary on the first day of employment.

HR:	Union: Fire	EEOC: Protective Services	CSB: 20020806	Class No: 4110
WC: 7706	Pay: 228	EEOF: Fire Protection	CC: 20020909	Resolution: 02-0604R