



Estero Fire Rescue

21500 Three Oaks Parkway
Estero, Florida 33928
(239) 390.8000
(239) 390.8020 (Fax)
www.esterofire.org

Estero Fire Rescue is seeking a Fire Inspector. This is a **Temporary** Full Time position with Benefits. Application packages can be downloaded at www.esterofire.org. Completed packages must be submitted to Linda L. Conway, HR Director at 21500 Three Oaks Parkway, Estero, Florida 33928 starting at 9:00 a.m. on March 15, 2010 and no later than 12:00 p.m. March 26, 2010.

FIRE INSPECTOR

Successful candidate will inspect buildings, structural installations and other facilities and equipment to detect fire hazards and ensure and enforce compliance with local ordinances and state laws. This positions reports directly to the Division Chief of Prevention.

MINIMUM QUALIFICATIONS:

THE IDEAL CANDIDATE WILL HAVE ATTAINED THE FOLLOWING EDUCATION AND/OR EXPERIENCE:

- Associate Degree in Fire Science, Building Construction, or related field as defined by the Fire Chief; and a minimum of two (2) years of field work as a Fire Inspector or equivalent combination of education and experience. A less amount of field work as a Fire Inspector will be considered for those candidates that have previous experience in one of the following specific fields of work;
- Fire Sprinkler Installation
- Fire Alarm Installation
- Fire Suppression System Installation
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CANDIDATE MUST HAVE THE FOLLOWING CERTIFICATES, LICENSES, REGISTRATION

- State of Florida
 - Fire Safety Inspector I pursuant to F.S. 633.081
 - Fire Safety Inspector II is preferred
 - An insurable Florida driver's license of a class which allows for the operation of EFR vehicles is required.
 - Proof of insurance for POV must be provided to the Human Resources Director every six months.

The Fire Inspector is a non- management collective bargaining unit position that typically requires the individual to work a 4 day 10 hour per day schedule as determined by the Division Chief of Prevention and also may require after hours work including weekends and evenings, to complete necessary projects or attend meetings. A current position description of the Fire Inspector position is attached. Note that this position does not receive FS 175 retirement.

“DEDICATED AND DRIVEN FOR THOSE WE SERVE”

The Assessment Center will consist of a practical portion which may include several exercises to assist the Assessors in evaluating your knowledge and customer service skills.

After successful completion of the practical portion of the Assessment Center all qualified candidates will be required to participate in the interview process. Estero Fire Rescue retains the right to hire any qualified candidate. A physical and drug screening are required.

Submit:

- 300 word essay describing the role of Fire Prevention in today's modern fire service
- cover letter
- resume
- three work related references
- three personal references
- your address, phone number and e-mail address
- copy of qualifying certifications

Please submit in one package by 12:00 p.m. on March 26, 2010 to:

Linda L. Conway
Human Resources Director
Estero Fire Rescue
21500 Three Oaks Parkway
Estero, Florida 33928

Estero Fire Rescue

Estero, FL

Job Description

Position	Fire Inspector
Description Number	16
Adopted	Fire Chief (<i>signature on file</i>)
Effective Date	April 10, 2002
Revised	October 1, 2007
Grade	21
Pages	4

Department: Fire Prevention
Reports to: Fire Marshal
FLSA Status: Non-Exempt

SUMMARY

Inspects buildings, structural installations and other facilities and equipment to detect fire hazards and ensure and enforce compliance with local ordinances and state laws by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Performs field inspections of new and existing structures and facilities; those which have been destroyed or damaged by fire of known or unknown cause or on the basis of complaints filed or reported.

Consults with builders/owners contractors to identify potential problems or violations; discusses any necessary modifications and/or changes required.

Ensures corrective action is taken in assigned area.

Inspects buildings and facilities under construction, alteration and/or repair for compliance with applicable code requirements and for safe application of construction practices in assigned area.

Advises builder/owner of violations; initiates appropriate action to bring installations into compliance.

Order removal or modification of equipment as required.

Follows appropriate departmental procedures to ensure enforcement and corrective action taken in assigned area.

Receives and investigates complaints related to fire hazard or code violations, makes recommendations.

Issues notifications.

Conducts re-inspections as scheduled.

Investigates extinguished fires to determine cause and origin; if accidental, makes recommendations to prevent reoccurrence.

May conduct arson investigation with State Fire Marshal's Office and local law enforcement personnel.

Conducts on-going safety awareness program.

Gives speeches, makes presentations to community, business, private, and public groups or associations.

May participate in in-service training programs for topics related to assigned area.

Coordinates inspection and investigative activities with Fire Marshal and other departmental or Estero Fire Rescue personnel to ensure efficient operation of assigned function.

Maintains appropriate departmental guidelines, accepted record keeping practices and legal requirements.

Attends and participates in meetings, seminars, workshops, hearings, and/or court proceedings related to assigned area.

Operates assigned equipment and vehicles safely and efficiently.

May perform routine maintenance.

Reports malfunctions or required repairs to appropriate department.

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Associates degree or equivalent from two-year college or technical school; or six months to one year related experience and/or training; or equivalent combination of education and experience.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

REASONING ABILITY

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

CERTIFICATES, LICENSES, REGISTRATIONS

Employee must possess a current State of Florida Municipal Fire Inspector Certification and a valid Florida Drivers License, which allows for the operation of Estero Fire Rescue vehicles.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to speak or hear. The employee frequently is required to stand and walk. The employee is occasionally required to sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to fumes or airborne particles and outside weather conditions. The employee is frequently exposed to wet and/or humid conditions and high, precarious places. The employee is occasionally exposed to moving mechanical parts, toxic or caustic chemicals, risk of electrical shock,

explosives, and vibration. The noise level in the work environment is usually moderate. Work in potentially infectious disease environments.

MATHEMATICAL SKILLS

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area circumference, and volume. Ability to apply concepts of basic algebra and geometry.