

FIRE INSPECTOR

(Competitive Class)

DISTINGUISHING FEATURES OF THE CLASS

This is entry level technical and public contact work in the enforcement of fire prevention ordinances; the inspection of premises subject to fire or other emergency occurrences; and public educational and informational work in fire prevention. Employees of this class carry out assignments in their areas of responsibility; prepare reports; and as necessary appear in court to present testimony related to inspectional findings. Work is evaluated in terms of quality of reports and effectiveness of public information programs. Following initial training, these employees are expected to work with some independence in most aspects of their work. Although a higher ranking officer may provide guidance and training in their day-to-day activities, employees of this class report to and are supervised and evaluated by the Fire Prevention Chief.

EXAMPLES OF WORK

Examples listed below are illustrative only. They are not intended to include all duties which may be assigned, neither are they intended to exclude other duties which may be logical assignments to this class.

Conducts inspections of commercial and industrial premises, schools, institutions, and places of public assembly for conformance with fire protection and prevention ordinances, regulations, and standards; reinspects premises in which violations were identified; investigates complaints of existing fire hazards; identifies and inspects installations where hazardous materials or conditions may exist; may assist in the review of structural plans for adherence to fire prevention features of building codes; explains violations and required corrective measures to building owners or occupants.

Plans and conducts public information programs and educational presentations in the field of fire protection and fire prevention; prepares and supervises fire hazard displays.

Responds to fire alarms or other emergencies as required.

Performs any related duties assigned.

QUALIFICATION REQUIREMENTS

Unless otherwise specified, all requirements listed below must be met by the filing deadline for application for admission to the test.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States.

Must have no felony convictions.

Applicant must possess one of the following: high school diploma, high school equivalency certificate, high school transcript, affidavit from the issuing high school, associate's or bachelor's degree, or college transcript, any one of which must indicate that graduation has occurred or a degree awarded. A certification of completion shall not be sufficient to substitute for a diploma or equivalency certificate.

Must possess a valid motor vehicle operator's license issued by the State of Louisiana.

Must have at least three years of full-time, paid experience in fire suppression or other fire related services with a federal, state, local or other governmental firefighting agency, or at least three years of experience in some other field such as fire insurance claims adjusting or industrial fire safety which would provide familiarity with fire hazards, fire codes and fire cause determination.

After offer of either employment or promotion to a position must meet and maintain any medical and physical fitness standards designed to demonstrate good health and the physical ability to perform the essential duties of the position, with or without accommodation, as determined by a qualified medical physician and administered by the Appointing Authority.

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