

**Taylor County Board of County Commissioners**  
**JOB TITLE: Fire Inspector (On Call)**

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EXEMPT (Y/N):	No	UNION (Y/N):	Yes (IAFF)
Pay Grade	\$16.49 per hour		
LOCATION:	Fire/Rescue	DEPARTMENT:	Fire/Rescue
SUPERVISOR:	Fire Chief		
PREPARED BY:	Human Resources	DATE:	5/21/2019
APPROVED BY:	B.O.C.C.		

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**THIS POSITION DOES NOT TAKE TANGIBLE EMPLOYMENT ACTIONS**

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**SUMMARY:**

This is a responsible and technical position. The Fire Inspector shall conduct commercial fire inspections for compliance with fire codes. Participate in fire prevention education programs, assists with commercial plan review. Maintains required records and reports and performs related work as required.

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

- ◆ Conducts thorough fire inspections of new and existing building; reviews plans for compliance with codes requirements.
- ◆ Interprets and enforces fire and life safety codes.
- ◆ Acts as liaison between the commercial businesses and the Fire Chief.
- ◆ Conducts various other safety inspections, including those related to hazardous materials, fire suppression systems, fire alarm systems, occupational licensing, and others as requested.
- ◆ Documents and maintains records of fire inspection activities.
- ◆ Plans and participates in fire prevention and life safety education activities within the community.
- ◆ Operates a motor vehicle and various office machines.
- ◆ Must meet proficiency standards.
- ◆ Any other reasonable duties deemed necessary by supervisor.

**QUALIFICATION REQUIREMENTS:**

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. Applicant must successfully pass a physical exam and must successfully pass a physical assessment test.

**DESIRABLE QUALIFICATIONS:**

Knowledge, Abilities and Skills

Knowledge of the Florida Fire Prevention Code and ordinances relating to plan review. Knowledge of fire prevention activities and methods. Knowledge of building constructions. Ability to read and interpret codes, plans, and specifications. Ability to maintain an effective working relationship with building owners or contractors and the county. Ability to prepare clear and concise reports.

**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.

- ◆ While performing the duties of this job, employee is required to talk and to hear.
- ◆ Required to stand; walk; sit; and use hands and fingers.

- ◆ Employee is required to operate various motor vehicles.
- ◆ Often required to lift and/or move items of moderate weight.
- ◆ Sufficient physical strength and agility to perform heavy lifting.

**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 this job, the employee often works near moving mechanical parts and heavy equipment and vehicles.
- ◆ Occasionally exposed to fumes and/or airborne particles, toxic or caustic chemicals, and outdoor weather conditions.
- ◆ Job requires working in an office environment; outdoor environments in all weather; and can often be in a high stress situation.

**EDUCATION AND/OR EXPERIENCE:**

High school diploma or an equivalent required.  
Experience as a Fire Safety Inspector is preferred.

**CERTIFICATES, LICENSES, REGISTRATION:**

Requirements include those established by Section 633.216, Florida Statute, relates to training and certification of Fire Safety Inspector. Possession of a current Emergency Vehicle Operators Course (EVOC) certification or equivalent is required, as is a current valid Florida Class E driver's license. Fire Fighter certification established by Section 633.34, 633.35, Florida Statutes, as relates to initial certifications as a firefighter and certification as an Emergency Medical Technician as prescribed in Florida Statutes, Chapter 401 and Florida Rules 10D-66 are preferred.