



JOB ANNOUNCEMENT

General Public Vacancy

OPEN DATE: May 6, 2024

CLOSE DATE: Until Filled

JOB TITLE: Fire Inspector I

PAY RANGE: \$20.00/hour

DEPARTMENT: Fire Department

SUMMARY

As directed by the Fire Chief, inspects existing structures as well as specifications and construction of new or modified structures for compliance with applicable life safety codes, short term rental requirements and fire prevention codes. Cites violations of same, recommends and oversees implementation of corrective measures. Works in cooperation with State agencies in accordance with department policy and procedures.

DUTIES AND RESPONSIBILITIES

- Provides fire prevention instruction and training for the public through lectures and demonstrations on life safety and fire prevention codes and equipment.
- Performs annual and initial fire inspections of commercial buildings.
- Performs biannual inspections of cannabis and hemp facilities.
- Investigates fires to determine cause and origin; photographs scenes; investigates arson and provides information to the Police Department and/or State Fire Marshal Office; locates tags and preserves evidence according to accepted procedures.
- May be required to respond to general fire alarms, rescue and emergency medical service calls.
- May function as a member of any of the special skills teams of the Fire Department.
- Participates in on-going formal and on-the-job training programs.
- Performs other related duties as required or assigned.

MINIMUM JOB QUALIFICATIONS

- High School Diploma or Equivalent.
- Firefighter II level or higher plus four (4) years service with any paid Fire Department.

EMPLOYMENT REQUIREMENTS

- Must possess and maintain an insurable New Mexico Driver's License.
- Must possess a valid New Mexico Class E or CDL Driver's License.
- Must be EMT-B or higher licensed in the State of New Mexico.
- Must be EVO certified.
- Must be Pumps Operations certified.
- Must have FEMA IS 100, 200, 700 and 800 certifications of completion.
- Must obtain IFSAC Fire Inspector I Certification within 6 months.
- Must obtain International Code Council Fire Inspector I within 1 year.
- Must obtain International Code Council Fire Inspector II within 2 years.

Fire Inspector I

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KNOWLEDGE, SKILLS AND ABILITIES

- Ability to perform tasks without close supervision.
- Ability to perform physical tasks requiring strength and endurance.
- Ability to make sound and quick decisions in high stress situations.
- Ability to communicate verbally, in writing and electronically.
- Ability to present information clearly and concisely both orally and in writing.
- Ability to establish and maintain effective working relationships associates, the public and with other employees.
- Ability to deal with the public in a pleasant and courteous manner.
- Ability to successfully complete inspection related courses deemed appropriate by the Fire Chief.
- Knowledge of methods and equipment used in structural fire fighting, rescue, first aid, and hazardous material emergency calls.
- Considerable knowledge of the occupational hazards and safety precautions related to the work, including Blood Borne Pathogens.
- Knowledge of minor mechanical repairs of vehicles and small equipment.
- Knowledge of material methods and equipment used in structural fire fighting, rescue, first aid, and hazardous material emergency calls.
- Knowledge of life safety and fire prevention codes; federal, state, and city laws, rules, regulations, plans and programs for public protection during disaster; fire prevention equipment; fire department policies, procedures, rules, regulations, and documentation requirements; street and fire hydrant locations; and the physical layout of building in the City of Las Vegas.
- Ability to use the following machine, tools and equipment: Power generators, mobile radio, power tools, heavy rescue tools, portable pumps, fire hose, hose nozzles, various sizes of ladders, smoke ejector, positive pressure fan, water vacuum, fire extinguisher, salvage covers, self contained breathing apparatus, sledge hammers, lawn mower, flood lights, vests, and structure firefighting clothing. Small tools such as: screw drivers, pliers, wrenches, extension cords, pike poles, axes, personal alert safety system, air compressors, vehicle washing machines, hydrant wrenches, shovels, squeegee, firefighting adapters, hydrant flow meter, water vac, backpack pump, ropes, handyman jack, stretcher, grease gun, two-way portable radio, telephone, paint brush, and saws.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

Work is performed primarily in an outdoor setting 65% of the time. Work requires considerable flexibility due to different types of assignments. Working surface is on tiled floor, asphalt, concrete, and dirt. This area may be wet and icy at times. Ability to perform tasks requiring strength, and endurance in all types of weather conditions. Ability to work when exposed to heat, smoke, darkness, confined spaces, pain, suffering, and mental anguish under emergency conditions. Operates city vehicle to include emergency vehicle to and from site. Must have excellent corrected eyesight for quality control. Required to work beyond the normal day to complete assignments. Required to attend training class once a month. In the absence of the Chief, Deputy Chief, or Captain may be required to attend City Council Meetings, and other job related meetings when applicable to his/her job description.

The physical demands described here are representative of those that must be met by an employee to successfully perform the primary functions of this job. While performing the duties of this job, the employee may be required to frequently stand, walk, sit, bend, twist, talk and hear. There may be prolonged periods of sitting, keyboarding, reading, as well as driving or riding in transport vehicles. The employee must occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include reading, distance, computer, and color vision. Talking and hearing are essential to communicate with the public, vendors and staff.

NOTE: This position is subject to drug testing both pre-employment and random as set forth in the City of Las Vegas Drug Policy.

APPLICATION PROCEDURE – Interested applicants must submit a City of Las Vegas Employment Application.

The employment application is available at: <https://www.lasvegasnm.gov/general-7-1>

Application Materials can be sent to: Human Resources Department
1700 N Grand Avenue
Las Vegas, NM 87701

OR send via email to: darlenea@lasvegasnm.gov or consuelo@lasvegasnm.gov

Reviewed and approved for publishing by:



Timothy Montgomery, City Manager



Darlene Arguello, Human Resource Director