

CLASS SPECIFICATION
SAN DIEGO CITY CIVIL SERVICE COMMISSION
FIRE PREVENTION INSPECTOR I - 1474

DEFINITION:

Under general supervision, and in a training capacity, to conduct inspections of occupancies for compliance with Federal, State, and local fire and life safety codes; to review building construction and fire appliance plans for appropriate fire and life safety systems and equipment; and to perform related work.

DISTINGUISHING CHARACTERISTICS:

This is the entry-level class in the Fire Prevention Inspector series. In a training capacity, employees in this class are typically assigned the more routine and less complex inspection and plan check duties. Direction for completing work is typically more specific and work is more closely reviewed at various intervals and upon completion. Most positions are classified as Fire Prevention Specialist II, the journey-level, and may be underfilled with Fire Prevention Specialists I, in accordance with the City's Career Advancement Program.

*** EXAMPLES OF DUTIES:**

- Conducts periodic field inspections of high rises, industrial, commercial, and multi-residential structures for compliance with Federal, State, and local fire and life safety codes and ordinances;
- Reviews and approves building construction and appliance plans for adequate and appropriate fire and life safety systems and equipment;
- Inspects buildings and installations during and/or after construction to ensure compliance with applicable codes;
- Plans and schedules inspections;
- Discusses violations with owners and issues written notices, warnings, and/or citations as required;
- Prepares a variety of reports;
- Conducts follow-up inspections to ensure violations were corrected;
- Prepares cases for litigation when voluntary compliance cannot be obtained;
- Investigates citizen complaints of reported fire and/or life safety hazards;
- Advises developers, contractors, property owners, the public, and other City personnel in matters related to fire prevention, code interpretation and enforcement, and the use, handling, and storage of hazardous materials;
- Researches and reviews fire legislation, codes, and ordinances;
- Maintains files and records of fire inspections.

*** EXAMPLES OF DUTIES performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.**

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Description for updated minimum qualifications: <https://www.governmentjobs.com/careers/sandiego/classspecs>.

Three years of full-time experience as a Fire Fighter I, II, or II with the City of San Diego; **OR** three years of full-time experience performing code enforcement work. Two years of this experience must involve enforcement of sections of the California Fire Code as a sworn/safety employee; **OR** three years of full-time journey-level experience as a sworn/safety employee with a governmental agency performing a wide range of fire safety inspection and code enforcement duties including inspections of multi-family residential, commercial, or industrial structures. Possession of a valid California Class C Driver's License.