

**FIRE INSPECTOR  
(PART-TIME)**

**DEFINITION:**

Under general supervision inspect commercial, industrial, residential, and places of public assembly to determine compliance with state and local fire codes and perform other related duties as directed.

**ESSENTIAL JOB FUNCTIONS:**

The listed duties are essential for this position. Duties may include, but are not limited to the following:

Inspect buildings and properties for fire hazards and determines the effectiveness of existing fire protection equipment, built-in fire protection systems, and other life safety systems, fire escapes, fire exits, fire escape routes and single station smoke detectors; inspect buildings under construction for compliance with laws, ordinances and regulations; inspect and witness testing of new fire and life safety systems; writes no compliance notices pertaining to the servicing, removal or tampering with fire protection equipment and the accumulation of combustibles, and other fire laws; instruct property owners and occupants on the removal of fire hazards and instruct the general public on fire safety and prevention methods; prepare regular and special reports on all inspections or activities performed; prepare reports and maintain records system through computer input of fire inspection or fire incident reports.

**QUALIFICATIONS:**

Training and Experience: Must have high school diploma or G.E.D.: Completion of Firefighter I training from a State (California) Fire Marshal recognized fire academy and possess a valid Emergency Medical Technician I certificate are highly desirable. Must possess a valid California driver's license.

Special Condition of Employment: Cannot have smoked or used tobacco products up to one year prior to employment and must continue as a non-tobacco user during employment.

Knowledge, Skills, and Abilities: Requires working knowledge of driver safety. Must acquire skill in operating radio, pager, personal computer, and telephone. Must have the ability to read and write in the English language; understand and follow oral and written directions; and establish and maintain effective working relationships with others and members of the public; read and interpret state/local codes and local laws/regulations pertaining to fire prevention and fire safety.

**PHYSICAL DEMANDS AND WORK ENVIRONMENT:**

While performing the duties of this job, the employee is frequently required to stand; walk; use hands to finger, handle, or operate objects, tools, or controls; reach, climb, balance, stoop, kneel, crouch, or crawl; talk or hear; taste or smell; and frequently lift or move more than 50 pounds.

The employee regularly works outdoors and may be exposed to variable weather conditions; occasionally works near moving mechanical parts and in high, precarious places and may be exposed to wet and/or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, and risk of electric shock and vibration.