

FIRE INSPECTOR

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for assisting in and conducting inspections and for enforcing fire code compliance with the New York State Uniform Fire Prevention and Building Code. Incumbents in the class perform related duties such as the issuance of burn permits, and the investigation of the cause of fires in the municipality. The class differs from that of Fire Inspector II who has greater authority, functions at a higher level, and who may supervise a Fire Inspector. Normally this is a part time position. Work is performed under the general supervision of a higher-level employee. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Assists in and inspects industrial, commercial, and residential buildings and places of public assembly for fire hazards, efficiency of fire protection equipment, adequacy of exits, and general compliance with applicable laws, codes and ordinances;

Assists in and inspects the installation and maintenance of sprinkler and fire alarm systems;

Responds to fires in the municipality to assist in and investigate possible arson or other fire causes;

Assists in and inspects vacant buildings for fire and safety hazards and recommends securing or demolishing them where necessary;

Assists in and inspects private residences for fire hazards;

Issues outdoor burning permits;

Investigates complaints of outdoor burning hazards;

Takes photographs of fire hazards and fire scenes;

Instructs school children and other groups on fire safety procedures and practices;

May testify in court regarding violations of applicable laws, codes and ordinances;

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Working knowledge of state and local fire prevention laws and ordinances; working knowledge of the geography of the town; working knowledge of state and local building codes; working knowledge of modern methods of fire fighting, prevention, and investigation; ability to establish and maintain effective working relationships with public officials, building contractors and the general public; ability to read and interpret blueprints, plans and specifications; ability to recognize fire hazards; good powers of observation; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- A. One year of work experience as a paid fire fighter, fire safety inspector or comparable work;
OR
- B. Two (2) years of experience as a volunteer fire fighter; **OR**
- C. Certification of completion of code enforcement official basic training program as outlined in Title 19 of New York Codes, Rules and Regulations (NYCRR), part 1208 – Minimum Standards for Code Enforcement Training in the State of New York, Section 1208-3.2(c); **OR**
- D. An equivalent combination of training and experience as described in A, B and C above.

Note: After appointment in this class, incumbents are required to complete any training which may be mandated by the New York State Department of State.

Special Requirement: Effective January 1, 2015, code enforcement personnel who are charged with enforcement of New York State Uniform Fire Prevention and Building Code and/or New York State Energy Conservation Construction Code shall be required to complete the code enforcement official basic training program as outlined in Title 19 of New York Codes, Rules and Regulations (NYCRR), part 1208 – Minimum Standards for Code Enforcement Training in the State of New York, Section 1208-3.2(c), within the shorter of eighteen (18) months after the date of initial appointment or eighteen (18) months after the date of first attendance at a course included in the basic training program, or have obtained certification pursuant to the provisions of Section 1208-5.4. In addition, they are required to maintain active code enforcement official certification on an annual basis by completing in-service training as defined in Section 1208-3.3(c) and any advanced in-service training as defined in Section 1208-3.4. It is the responsibility of the appointing authority to ensure that employees who have been certified as code enforcement officials maintain their certification on an annual basis pursuant to these sections throughout the duration of their employment.

ULSTER COUNTY
3155 FIRE INSP
Classification: Competitive
3156 FIRE IN PT
Classification: Non-Competitive
OA

Revised: October 4, 1994
Revised: May 3, 2019
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