

Fire Prevention Officer / Fire Plan Reviewer



(<https://www.governmentjobs.com/careers/bellevue>)



APPLY

| | | | |
|---------------------|--|---------------------|----------------------------|
| Salary ⓘ | \$91,956.52 - \$119,377.70 Annually | Location ⓘ | Bellevue, WA |
| Job Type | Regular | Job Number | 24-00012 |
| Department | Fire | Division | FD_Ops_FirePrevention |
| Opening Date | 02/02/2024 | Closing Date | 2/19/2024 11:59 PM Pacific |

DESCRIPTION

BENEFITS

QUESTIONS

Come Join the City of Bellevue!

Please fill out your application as fully as possible. The City evaluates candidates based on the information provided in the online application only. Do not submit resumes and cover letters.

Read the "Hiring Process" section below to learn more.

Job Summary

The Bellevue Fire Department has a long tradition of excellence, as evidenced by our: performance in preventing, preparing for, and responding to emergencies; strong public image; and reputation among partners and peers in the region. The Department has passed a rigorous accreditation process by the Center for Public Safety Excellence five times since 1998, making it one of ten fire departments in the State of Washington to currently hold this designation. We are also a Class 2 Community Protection Classification as determined by the Washington Survey & Rating Bureau, one of only five such departments in the State of Washington.

We are currently seeking an exceptional individual to be our next Fire Prevention Officer / Plan Reviewer in our Fire Prevention Division assigned within the Development Services line of business either reviewing and approving plans and specifications for fire suppression, fire detection, special hazards, high piled storage and hazardous materials installations or inspecting newly constructed buildings and occupancies depending on the needs of the Fire Prevention Division. You may also be assigned to the Fire Investigation Unit according to the needs of the division. Those responsible for investigation of fires work to determine the origin and cause of fire events.

Essential Duties and Responsibilities

- Read, evaluate, and review plans, specifications, blueprints, fire protection and life safety systems, to ensure compliance with adopted codes and standards.
- Work independently and prioritize workload.
- Establish and maintain effective working relationships with staff, members of the public and others encountered in the course of work.
- Handle routine and complex code enforcement matters.
- Ability to use strong human relations and communications skills.
- Deal effectively with confrontational situations.
- Performs field inspections and active construction site inspections of varying complexity as it relates to fire protection system installations, acceptance testing, commissioning, and approval with codes and ordinances.
- Serve as a technical expert on fire and life safety prevention fundamentals.
- Maintain an oversight role to a geographically defined area of the city with respect to fire loss, fire investigation, fire inspection practices, and public education program delivery.
- Investigate the cause and origin of fires: working with Fire Suppression, other investigative personnel, as well as the Police Department, as needed.

Qualifications

- College-level course work in fire protection engineering, fire protection technology, fire science, or other closely related field.
- Two years of experience as a fire safety or building code enforcement officer with plans examination responsibilities in fire sprinkler, hood suppression, and fire alarm plan review; or an equivalent combination of training and experience which provides the capabilities to perform the described job duties.
- Familiarity with review of complex fire protection systems to include high-piled storage, aspirating smoke detection, alternative extinguishing systems, smoke control, fire pumps, mass notification, Emergency Responder Radio, and Firefighter Air Replenishment, is preferred.
- Possess the ability to apply an engineering approach and knowledge of the International Fire and Building Codes and NFPA standards.
- Word processing and data entry experience a must.
- Excellent verbal, written and interpersonal communication skills.
- Organization and detail-orientated skills.
- Flexible and solution oriented.
- Certified as ICC Fire Inspector I or ability to acquire within 6 months.
- Certified ICC Plans Reviewer preferred.
- Fire investigation experience preferred.
- Must be able to kneel, stoop, climb and lift 30+ pounds.
- Ability to work on-call as required.
- Valid Washington State Driver's License.

Supplemental Information

The physical demands and work environment 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.

- Work involves walking, talking, hearing, using hands to handle, feel or operate objects, tools, or controls, and reaching with hands and arms.
- Vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.
- Must be able to kneel, stoop, climb and lift 30+ pounds
- Incumbents could be exposed to a variety of hazards.

This is a union, non-exempt position.

A successful candidate possessing the following certifications issued by the qualifying certification boards and years of experience based on the grid below may be eligible for premium add to pay opportunities after their 12-month probationary period.

| Certification | Year 2-5 | Year 6-10 | 11+ Years |
|--|----------------|----------------|----------------|
| Fire Inspector 1 | 1% of base pay | 2% of base pay | 3% of base pay |
| Fire Inspector 2 | 2% of base pay | 3% of base pay | 4% of base pay |
| | Year 2+ | | |
| Fire Investigator | 3% of base pay | | |
| Certified Fire Protection Specialist | 8% of base pay | | |
| *Maximum certifications add-to-pay total = 10% | | | |

For further information about this position, please contact Travis Ripley, at 425.452.6042.

HIRING PROCESS

The City evaluates candidates based on the information provided in the online application only. Do not submit resumes and cover letters. To evaluate all candidates fairly and equitably, the City will make all applicants anonymous when we are screening the applications. We will redact information from our application such as your name, address, and other demographics. To help us, please complete the online application form as fully as possible.

- Answer the Questions when requested and can be found on the Questions tab of the Job posting.
- We do not accept resumes and cover letters during the anonymous application screening stage.
- Applicants advancing to the next stage may be required to provide a cover letter, resume, writing sample, and references.

CONDITIONS OF EMPLOYMENT

- All candidates will be required to establish employment authorization and identity at the time of hire. The City is not able to sponsor work visas.
- All positions the completion of references checks, including at least one prior supervisor.
- Some positions may require completion of a criminal background check prior to start employment
- Some positions may require obtaining a commercial driver's license (CDL), licensures, or additional certifications.

The City of Bellevue values diversity in its workforce and is an Equal Opportunity Employer that does not unlawfully discriminate on the basis of race, sex, age, color, sexual orientation, gender identity, religion, national origin, marital status, genetic information, veteran's status, disability, or any other basis prohibited by federal, state or local laws.

At the City of Bellevue, you'll be part of a team committed to providing exceptional customer service, upholding the public interest and advancing the community vision. The five essential and enduring principles that guide our individual actions, our interactions, and our decision making in the City of Bellevue organization is: exceptional public service, stewardship, committee to employees, integrity, and innovation. You'll work in an environment that is innovative, collaborative, future focused, and committed to excellence. Bellevue welcomes the world. Our diversity is our strength. We embrace the future while respecting our past. It's what makes the City of Bellevue an exciting place to work, live, and explore.

Have we piqued your interest yet? Come join our team! The City of Bellevue supports workplace diversity. All qualified applicants are encouraged to apply and will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, marital status, national origin, genetic information, disability, age, veteran status, or any other protected status. Persons needing assistance with the application process may call the Human Resources Office at 425-452-6838 or bellevuehr@bellevuewa.gov (<mailto:bellevuehr@bellevuewa.gov>). If you are invited to participate in the selection process and need ADA accommodations, please notify HR before you are scheduled for an interview or testing.

The City of Bellevue participates in the E-Verify program. Learn more about the E-Verify program.

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For any technical difficulties with your application, please contact the NEOGOV support line at 855-524-5627.

***** Please be sure to check your junk folder for any messages that may be sent to you about this recruitment.*****

Agency

City of Bellevue

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