

JOB DETAILS

The City of Worcester is an EEO/AA Employer. Preference is given to Worcester residents.

If you wish to apply for this position, the deadline is **Open Until Filled**. Please note the following application options for this position:

- Applicants are Encouraged to [Apply Online](#)
- By Mailing to the Department of Human Resources, ATTN: FIRE PLANS REVIEWER, 455 Main Street, Room 109, Worcester, MA 01608 (If applying via US Mail, **please include** a completed [Application Questionnaire & VSID](#))

Title

FIRE PLANS REVIEWER

Department/Division

Fire Department

Apply Start Date

08/09/2024

Apply End Date

Open Until Filled

Type

Full Time

Hours

40 Per Week

Wage

\$68,520 - \$89,747 annually

Description

**FIRE PLANS REVIEWER
WORCESTER FIRE DEPARTMENT
CITY OF WORCESTER**

The City of Worcester seeks qualified applicants for the **Fire Plans Reviewer** for the Fire Department. Under the direction of the District Chief of Fire Prevention, the position will be responsible for the review of plans submitted to the Fire Prevention Office for residential and commercial projects. The position will be responsible for performing professional plan review of Tier One EPA submittals and working closely with the Worcester Fire Department SARA Officer to ensure compliance of hazardous facilities throughout the City of Worcester. The Fire Plans Reviewer will work cooperatively with other permitting agencies within the City to meet

the needs of developers and other stakeholders, responsible for performing professional plan review of tier one and tier two documentation for conformance with applicable building, fire, and life safety codes, and for meeting with other City agencies and developers to assist in the plans review process and permitting process for commercial and residential projects.

Bilingual applicants encouraged to apply.

ESSENTIAL ELEMENTS:

- Complete the review of plans submitted to the Fire Prevention Office for residential and commercial projects.
- Complete the professional review of tier one and tier two documentation for conformance with applicable building, fire, and life safety codes.
- Assist in resolving technical questions between the engineering and design professionals and the enforcement authority, which involves the interpretation of regulations, codes, standards, and laws.
- Collaborate with other department engineers and assist architects, engineers, and contractors in the interpretation of state codes and related laws and regulations.
- Adhere to the hazardous material process and storage guidelines including but not limited to 527 CMR Sections 60 – 69, NFPA 30, 45, and 400 for plan approval and inspections.
- Collaborate with other department engineers and assist architects, engineers, and contractors in the interpretation of state codes and related laws and regulations.
- Perform inspections of facilities throughout the City to ensure compliance with all applicable codes.
- Assist City Agencies and developers in plan review and permitting process for commercial and residential projects.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of MGL, Chapter 148, Fire Prevention
- Knowledge of MA Fire Code 527 CMR and Building Code 780 CMR
- Knowledge of NFPA Codes, Standards and Guides: 13, 30, 45, 72, 241, 400
- Knowledge of the fire plan review process
- Knowledge of fire suppression and detection systems
- Knowledge of the design and analysis of sprinkler and fire alarm systems and sprinkler hydraulic design
- Knowledge of Hazardous Material Storage
- Ability to maintain confidentiality
- Strong communication skills, including written and interpersonal skills
- Ability to provide employee related customer service in a professional manner
- Strong analytical and organizational skills, accuracy, and detail orientation
- Ability to work independently, consistently, and reliably meet establish deadlines
- Ability to work with others as a team

- Ability to perform under pressure and in a fast-paced environment
- Familiarity and ability to handle complex tasks
- Ability to establish and maintain effective working relationships with other employees and agencies.
- Proficiency with computers, including Microsoft Office applications
- Ability to maintain accurate files and records and strong data management skills

MINIMUM REQUIREMENTS:

- Bachelor's degree in a field related to fire protection engineering, chemical engineering, fire science, or comparable from an ABET accredited institution
- Excellent communication skills
- Experience in providing excellent customer service
- Proficiency with Microsoft Office Suite

PREFERRED QUALIFICATIONS:

- Master's degree in fire protection engineering from an ABET Accredited Institution
- Possession of an Engineering in Training (EIT) Certificate
- License as a Registered Fire Protection Engineer (PE)
- Two (2) years of experience performing Fire plan reviews
- Two (2) years of experience with performing site inspections

SALARY RANGE: \$68,520 - \$89,747 annually, full time, excellent benefits package

To apply, please visit: www.worcesterma.gov/employment or send resume and cover to: City of Worcester, 455 Main Street, Room 109, Worcester, MA 01608. **OPEN UNTIL FILLED, applications received prior to or on FRIDAY, AUGUST 23, 2024, will receive preference.** Preference is given to Worcester residents. **The City of Worcester is an equal opportunity, affirmative action employer. Women, minorities, people with disabilities and protected veterans are encouraged to apply.** Direct inquiries to: City Hall, Human Resources, Room 109, 508-799-1030, HR@worcesterma.gov.