



City of Chula Vista
Fire Inspector/Investigator II

SALARY	\$6,689.28 - \$8,130.85 Monthly	LOCATION	Chula Vista, CA
JOB TYPE	Permanent, Full-Time	JOB NUMBER	24553111
DEPARTMENT	Fire - Prevention	DIVISION	Fire Prevention
OPENING DATE	12/02/2024	CLOSING DATE	12/16/2024 5:00 PM Pacific

Description and Essential Functions

To perform fire safety inspections of existing commercial and residential buildings and facilities and sites of public assembly for compliance with state and local codes and ordinances pertaining to fire prevention; to perform technical plan reviews and inspections for new construction projects; to perform work involving weed abatement and hazard reduction inspections, fire prevention educational programs, and fire investigations; and to perform related duties as assigned.

This is the full journey level class in the Fire Inspector series and it is distinguished from the Fire Inspector I level by the ability to perform the full range of duties assigned with only occasional instruction or assistance as unusual or unique situations arise. Positions in this class are flexibly staffed and are normally filled by advancement from the level I, or when filled from the outside, have prior experience.

Essential Functions:

Functions may include, but are not limited to, the following: perform fire safety inspections of residential, commercial, industrial properties and places of assembly to determine compliance with fire prevention codes and ordinances; inspect, post and issue weed abatement notices; issue written notices requiring the abatement of fire and related health and safety code violations; re-inspect to determine whether compliance has been achieved on all violations; perform fire and safety clearance inspections for new business licenses; participate in disaster preparedness programs; assist Fire Marshal by conducting fire investigations to determine origin and cause; write fire investigation reports; may testify in court; participate in on-call fire investigation coverage rotation; review plans for code compliance with applicable fire and building codes including, but not limited to, checking underground fire mains, fire alarm systems, fire suppression systems, hazardous materials storage and architectural/engineering details; research and review fire legislation, codes and ordinances; develop/prepare handouts and materials and conduct fire prevention educational programs; provide technical information concerning fire code requirements; communicate with fire dispatch and other employees during emergency and non-emergency situations using a two-way radio; assist in the instruction and training of less experienced staff; conduct inspections to ensure proper storage, handling and use of hazardous materials; respond and investigate citizen complaints of reported fire and/or safety hazards; work with other agencies and City departments as needed; respond to emergency situations in off-hours as required; observe safe work methods and use safety equipment; operate City vehicles skillfully and safely; maintain records pertaining to inspections and actions taken using a computer; build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service; perform other related duties as assigned.

Minimum Qualifications

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience: Two years of responsible experience in a variety of fire prevention work.

Education: Completion of the twelfth grade **supplemented** by successful completion of college level courses in Fire Prevention, Fire Science, Fire Protection, Engineering, Plan Checking, Building Construction or a related field.

License and Certificate: Possession of a valid California driver's license. P.C. 832 Powers of Arrest, California State Fire Marshal's courses: Fire Inspector 2A, 2B, 2C and 2D, or Fire Prevention 2A, 2B, and 2C, Fire Investigator 1A, 1B and 1C (or Fire Investigation 1A and 1B), and International Code Council (ICC) Fire Inspector II within one year of appointment.

Knowledge, Skills and Abilities / Physical Demands and Working Conditions

Knowledge of: principles and practices of fire safety inspections; methods and techniques of fire prevention and fire investigation; pertinent codes, rules, laws, and ordinances related to area of assignment; building materials and construction and fire alarm and suppression systems; principles and practices of customer service; safe work methods and safety regulations pertaining to the work; computer equipment related to assignment; English usage, spelling, grammar, and punctuation.

Ability to: perform fire prevention inspections and identify violations of applicable codes and regulations; participate in fire investigations and testify in court; recognize fire hazards common to places of public assembly, manufacturing, commercial and residential buildings; read, interpret, and apply local and state codes, laws, and ordinances pertaining to fire prevention and hazardous materials; review building plans as they relate to fire code requirements; perform fire and safety clearance inspections for new business licenses; gain voluntary compliance with code requirements; train others in fire code regulations, fire prevention, inspection and related subjects; investigate citizen complaints of reported fire and/or safety hazards; drive City vehicles observing legal and defensive driving practices; perform work in accordance with safety regulations, guidelines, and practices; use initiative and sound independent judgment within established guidelines; prepare written correspondence, reports and keep work related records using a computer; use a two-way radio; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships with those contacted in the course of work; work with various cultural and ethnic groups in a tactful and effective manner.

Physical Demands and Working Conditions:

On a continuous basis, sit at a desk, walk, or stand up for long periods of time. Intermittently twist and reach office equipment; write or use keyboard to communicate through written means; lift up to 65 pounds and may lift up to 75 pounds with assistance. Drive a motorized vehicle, walk on uneven surfaces, kneel, stoop, bend, and climb up or down slopes while conducting field inspection. See in the normal vision range with or without correction to read typical business documents, computer screens, blueprints, and drafting plans, hear in the normal range with or without correction. Work is performed indoors and outdoors; when indoors is in an office environment in a carpeted and air-conditioned office environment with fluorescent lighting and moderate noise level; when outdoors, exposure to a variety of weather conditions; exposure to traffic, noise, physical barriers, and around heavy equipment and hazardous substances; work on slippery or uneven surfaces; and work in conditions involving fire, chemicals, and fire debris.

Additional Information

Recruitment No. 24553111

To be considered, applicants must submit an online City Application by 5:00 p.m. on the closing date listed. Candidates whose applications indicate education and experience most directly related to the position will be invited to participate in the selection process. All notices will be sent via e-mail.

Unless otherwise noted, a passing score must be achieved at each step of the selection process in order to have your name placed on the eligibility list for hiring consideration. The examination materials for this recruitment are validated, copyrighted and/or inappropriate for review.

The eligibility list established as a result of this recruitment will be for a duration of six (6) months, unless otherwise extended.

Pre-Employment Background Investigation

A Fire Inspector/Investigator II is considered a "Peace Officer" pursuant to Penal Code section 830.37(b). Pursuant to Government Code section 1031, all "Peace Officers" are required to meet certain requirements, including, "Be found free from any physical, emotional, or mental condition that might adversely affect the exercise the powers of a peace officer."

Final candidate(s) will be required to complete a thorough background investigation (including a polygraph) and Live Scan through the California Department of Justice (DOJ) and Federal Bureau of Investigation (FBI). Additionally, successful candidate(s) for Fire Inspector/Investigator II are subject to a post-offer, pre-employment psychological and medical evaluation.

Agency City of Chula Vista	Address 276 Fourth Avenue Chula Vista, California, 91910
Phone 619-691-5096	Website http://www.chulavistaca.gov

Fire Inspector/Investigator II Supplemental Questionnaire

***QUESTION 1**

The supplemental questionnaire is used to further evaluate your experience and education to determine your eligibility for this position. Please answer each question accurately and thoroughly. To be considered for this position, the experience you indicate in your responses to the supplemental questions must also be described, in detail, on the **Work History/Experience** section of your Employment Application. Failure to complete the "Work History/Experience" section of the employment application will result in your application not being considered. Please do not refer your response to your resume. A resume will not be considered in determining your qualifications.

- I have read and acknowledge the instructions stated above.

***QUESTION 2**

EDUCATION AND TRAINING Which of the following best describes your highest level of education?

- Master's degree or higher
- Bachelor's degree
- Associate's degree
- Some college
- High school diploma or GED

***QUESTION 3**

Please indicate your major field of study:

QUESTION 4

Please list any courses you have completed in Fire Prevention, Fire Science, Fire Protection, Engineering, Plan Checking, or Building Construction. If none, please list "None" below.

***QUESTION 5**

RELATED CERTIFICATES Please indicate which of the following courses and exams, if any, you have completed.

- P.C. 832 Powers of Arrest

- Fire Inspector 1A
- Fire Inspector 1B
- Fire Inspector 1C
- Fire Inspector 1D
- Fire Inspector 2A
- Fire Inspector 2B
- Fire Inspector 2C
- Fire Inspector 2D
- Fire Investigator 1A
- Fire Investigator 1B
- Fire Investigator 1C
- CA State Fire Training: Statutes and Regulations
- None of the above

***QUESTION 6**

Please indicate which of the following certifications, if any, you have completed. Copies of certifications must be attached to the application.

- Fire Inspector I: International Code Council
- Fire Inspector II: International Code Council
- Fire Inspector I: California State Fire Marshal's Office
- Fire Inspector II: California State Fire Marshal's Office
- Plan Examiner: California State Fire Marshal's Office
- Fire and Explosion Investigator: National Association of Fire Investigators
- Fire Investigation Technician: International Association of Arson Investigators
- Fire Investigator: International Association of Arson Investigators
- Fire Investigator: California State Fire Marshal's Office
- None of the above

***QUESTION 7**

EXPERIENCE Which of the following best describes your experience in fire prevention work?

- Four years or more of experience
- At least three years of experience but less than four years
- At least two years of experience but less than three years
- At least one year of experience but less than two years
- Less than one year of experience
- No experience

***QUESTION 8**

Briefly describe your fire prevention experience.

Your response must include and FOLLOW the format below. Treat each change in position or employer separately.

Provide the following for EACH change in position or employer.

A. The name of employer;

B. Your official job title;

C. Length of experience (Number of years/months);

D. Description of duties that support this experience.

NOTE: Responses that are incomplete, do not address all of the items above, "See Resume" response, or responses in a narrative format will result in your application being rejected for lack of information.

If you do not have experience, please indicate "no experience" below.

***QUESTION 9**

Please describe your experience performing annual permit and state mandated fire code inspections.

Your response must include and FOLLOW the format below. Treat each change in position or employer separately.

Provide the following for EACH change in position or employer.

A. The name of employer;

B. Your official job title;

C. Length of experience (Number of years/months);

D. Description of duties that support this experience.

NOTE: Responses that are incomplete, do not address all of the items above, "See Resume" response, or responses in a narrative format will result in your application being rejected for lack of information.

If you do not have experience, please indicate "no experience" below.

***QUESTION 10**

Please describe your experience performing fire investigations.

Your response must include and **FOLLOW** the format below. Treat each change in position or employer separately. Provide the following for **EACH** change in position or employer.

- A. The name of employer;
- B. Your official job title;
- C. Length of experience (Number of years/months);
- D. Description of duties that support this experience.

NOTE: Responses that are incomplete, do not address all of the items above, "See Resume" response, or responses in a narrative format will result in your application being rejected for lack of information.

If you do not have experience, please indicate "no experience" below.

***QUESTION 11**

Please describe your experience testifying in court for fire investigation cases.

Your response must include and **FOLLOW** the format below. Treat each change in position or employer separately. Provide the following for **EACH** change in position or employer.

- A. The name of employer;
- B. Your official job title;
- C. Length of experience (Number of years/months);
- D. Description of duties that support this experience.

NOTE: Responses that are incomplete, do not address all of the items above, "See Resume" response, or responses in a narrative format will result in your application being rejected for lack of information.

If you do not have experience, please indicate "no experience" below.

***QUESTION 12**

Please describe your experience performing new construction plan reviews.

Your response must include and **FOLLOW** the format below. Treat each change in position or employer separately. Provide the following for **EACH** change in position or employer.

- A. The name of employer;
- B. Your official job title;
- C. Length of experience (Number of years/months);
- D. Description of duties that support this experience.

NOTE: Responses that are incomplete, do not address all of the items above, "See Resume" response, or responses in a narrative format will result in your application being rejected for lack of information.

If you do not have experience, please indicate "no experience" below.

***QUESTION 13**

Please choose from the list below the types of plan reviews completed:

- Fire Alarm Plan Reviews
- Sprinkler Plan Reviews
- Kitchen/Special Fire Suppression Systems
- Building Architectural/Engineering Plan Reviews
- None of the above

***QUESTION 14**

Please describe your experience performing new construction inspections.

Your response must include and **FOLLOW** the format below. Treat each change in position or employer separately. Provide the following for **EACH** change in position or employer.

- A. The name of employer;
- B. Your official job title;
- C. Length of experience (Number of years/months);
- D. Description of duties that support this experience.

NOTE: Responses that are incomplete, do not address all of the items above, "See Resume" response, or responses in a narrative format will result in your application being rejected for lack of information.

If you do not have experience, please indicate "no experience" below.

QUESTION 15

APPLICANT'S ACKNOWLEDGMENT - NOTIFICATION VIA ELECTRONIC MAIL (E-MAIL)

The City of Chula Vista's Human Resources Department uses electronic mail (e-mail) to notify applicants of important information relating to the status and processing of your application. We do so as part of our ongoing efforts to increase operational efficiency, promote the conservation of green resources, and minimize delays and costs. Therefore, as an applicant, you are hereby advised of the following:

1. Ensure that the email address and contact information you provide is current, secure, and readily accessible to you. Do not share email addresses. Spam or other filters should be adjusted to accept our emails. **We will not be responsible in any way if you do not receive our emails, i.e., for the non-delivery of email or if you fail to check your email-box on a timely basis, etc.**
2. Read any notices we send carefully and in a timely manner. Follow further instructions, if any. We recommend that you print and keep a hard copy of our notices for your records.

- I acknowledge that I have read, understand, and agree to the above.

* Required Question