



CITY OF SUNNYVALE
 Department of Human Resources
 505 West Olive Ave., Suite 200
 Sunnyvale, CA 94086

<https://sunnyvale.ca.gov>

**INVITES APPLICATIONS FOR THE POSITION OF:
 Fire Protection Engineer II**

An Equal Opportunity Employer

SALARY

\$60.84 - \$77.64 Hourly \$126,547.20 - \$161,491.20 Annually

OPEN DATE: 12/07/20

CLOSE DATE: 01/07/21

THE POSITION

**FIRE PROTECTION ENGINEER II
 Full-Time Regular Employment Opportunity**

Come join Sunnyvale's cutting edge Fire Prevention Division! We are looking to fully staff our Fire Engineering Team that oversees new construction and plan review. This exciting position includes remote work potential, access to latest plan review technology and databases, and the unique opportunity to provide the highest level of fire protection services to the international and local communities of Silicon Valley.

Fire Protection Engineer II

This is the journey level classification within the Fire Protection Engineer series in the Department of Public Safety. Incumbents in this classification are expected to perform the full range of fire protection engineer duties with only occasional instruction or assistance. Incumbents also expected to provide technical advice to the Deputy Chief, Fire Marshal, Fire Prevention Inspectors, Hazardous Materials Inspectors, contractors, developers, architects, engineers, other public safety personnel as appropriate, and the general public.

ESSENTIAL JOB FUNCTIONS

(May include, but are not limited to, the following)

- Reviews site development plans and conducts compliance inspections to ensure adequate water supplies, water distribution systems, fire protection systems, fire hydrant availability and Fire Department equipment access.
- Checks plans to determine fire and life safety requirements in accordance with California Code of Regulations Titles 19 and 24, National Fire Protection Association (NFPA) standards, and the City of Sunnyvale Municipal Code.
- Conducts independent reviews and analyzes data to determine the adequacy and safety of designs.
- Provides technical advice to City staff, architects, engineers, developers, building owners, and the general public on the interpretation or application of fire safety codes and regulations.
- Gives technical assistance to Building and Fire Protection Inspectors regarding fire and life safety code issues occurring in the field.
- Assists Building and Fire Inspectors in the review of less complex plans and trains office personnel in plan checking activities.

- Prepares clear, concise and comprehensive reports, correspondence and other required documents; maintains forms, records and field reports relative to fire protection engineering activities; and performs office duties.

WORKING CONDITIONS

Position requires prolonged sitting, standing, walking on level, uneven and slippery surfaces, reaching, twisting, turning, kneeling, bending, squatting and stooping in the performance of daily activities. The position also requires grasping, repetitive hand movement and fine coordination in using a computer keyboard. The position also requires near and far vision when performing tasks such as field inspections, in reading and writing reports and work related documents and using a computer. Acute hearing is required when providing phone and in-person service. The ability to lift, carry and push equipment, tools and supplies up to 25 pounds is also required. Additionally, when performing field inspections, the incumbent may be exposed to biohazards and work in a variety of working conditions, including mechanical and electrical hazards, loud noise, and inclement weather conditions, such as wet, heat and cold. The nature of the work also requires the incumbent to climb ladders and steep slopes, and walk around construction worksites. Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

MINIMUM QUALIFICATIONS

Education and Experience:

The minimum qualifications for education and experience can be met in the following way:

Fire Protection Engineer II:

A Bachelor's degree from an accredited college or university in fire protection engineering, civil or mechanical engineering or a related field, AND Three years of progressively responsible experience in fire protection engineering.

Knowledge of:

- Codes, laws, and regulations as related to California Code of Regulations Titles 19 and 24, National Fire Protection Association (NFPA) standards, and Title 16 of the Sunnyvale Municipal Code.
- Principles and practices of fire protection engineering.
- Fire hazards control, extinguishing and detection systems.

Skill in:

- Reading and interpreting site, building, fire protection system and equipment plans, specifications and codes.
- Examining and noting deficiencies of plans, calculations and specifications.
- Reviewing hydraulic calculations necessary to determine the adherence of fire extinguishing system plans to code requirements.
- Using sound judgment to provide impartial advice in formulating recommendations.
- Expressing ideas and answering questions clearly and concisely, verbally and in writing.
- Training and reviewing the work of new and subordinate personnel.

Ability to:

- Travel to various and remote sites within the City to conduct residential and commercial building site inspections.
- Track and manage multiple projects and project deadlines.
- Establish and maintain effective working relationships with other City staff, public officials, construction professionals, engineers, architects, developers, outside agencies and the public.
- Work independently and as a member of a team.
- Follow complex written and verbal instructions and procedures.

- Communicate effectively over the telephone or by two-way radio.
- Observe safety principles and work in a safe manner.

Licenses/Certificates:

Possession and continued maintenance of a valid Class C California driver's license and a safe driving record.

DESIRABLE QUALIFICATIONS

- California Fire Protection Professional Engineer License (P.E.)
- Plan Review certification from the Office of the California State Fire Marshal

APPLICATION AND SELECTION PROCESS**APPLICATION PROCESS**

If you are interested in this opportunity, please submit a City of Sunnyvale employment application and responses to the supplemental questions to the Department of Human Resources. The final closing date is **5:00 pm, Thursday, January 7, 2021** (postmarks or faxes are not accepted). Candidates are asked to fully describe any training, education, experience or skills relevant to this position. Electronic applications may be submitted on-line through the [City's employment page](#) or application materials may be submitted to: Department of Human Resources, 505 West Olive Avenue, Suite 200, Sunnyvale, CA 94086. Late or incomplete applications will not be accepted.

EXAM PROCESS

Applications will be competitively screened based on the minimum qualifications of this position. Based upon a review of the application materials, the most qualified candidates will be invited to participate in the examination process, which may consist of an oral examination and a writing exercise scheduled for **Tuesday, January 26, 2021**. (Note: The examination process may be changed as deemed necessary by the Director of Human Resources).

SELECTION PROCESS

Those candidates that receive a passing score on the examination will be placed on an eligibility list for up to one year, in accordance with the City's Civil Service Rules and Administrative Policies. Any candidate that is selected by the hiring department will be required to successfully complete a pre-employment process, which will consist of a thorough background history check, and may consist of a medical exam(s) administered by a City-selected physician(s) before hire. Prior to starting work, all newly-hired employees will be fingerprinted to check conviction history. A conviction history will not necessarily disqualify an applicant from appointment; however, failure to disclose conviction history will result in refusal of employment or termination. Positions which are covered by the Department of Transportation regulations are required to submit to a pre-employment drug test and to random drug and alcohol testing.

INFORMATION ABOUT PROOF OF EDUCATION

Please note: Any successful candidate, selected by the hiring department will be required to submit proof of education (i.e. original copy of the diploma or college/university transcripts).

ADDITIONAL INFORMATION

Positions in this job classification are represented by the Sunnyvale Employees Association (SEA).

The information contained within this announcement may be modified or revoked without notice and does not constitute either an expressed or implied contract.

The City of Sunnyvale is an Equal Opportunity Employer. It is the policy of the City of Sunnyvale not to discriminate against all qualified applicants or employees on the basis of actual or perceived race, religion (including religious dress or grooming practice), color, sex (includes gender, pregnancy, childbirth, medical conditions related to pregnancy or childbirth, breastfeeding or

medical conditions related to breastfeeding), gender identity and/or gender expression, sexual orientation (including heterosexuality, homosexuality and bisexuality), ethnic or national origin, ancestry, citizenship status, uniformed service member status, marital status, family relationship, age, cancer or HIV/AIDS related medical condition, genetic characteristics and/or genetic information, and physical or mental disability. Applicants needing special accommodations for testing should submit a request to the Department of Human Resources at time of application.

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:

<https://sunnyvale.ca.gov>

OR

505 West Olive Ave., Suite 200,
Sunnyvale, CA 94086

EXAM #20-00165
FIRE PROTECTION ENGINEER II
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Fire Protection Engineer II Supplemental Questionnaire

* 1. Instructions for completing the supplemental questionnaire:

This supplemental questionnaire will be a primary tool in the evaluation of your qualifications for this position. The supplemental information that you provide will be evaluated along with your completed application. Please limit your response to one page per question. In answering the question(s), be as specific as you can. Some questions may include multiple parts (i.e., (a), (b), (c), (d), etc.). Please make sure to address each part of each question in the supplemental questionnaire below.

Please be advised that you will be 'timed out' of this page after 30 minutes. Therefore, it is best to copy the supplemental questions that require text answers from this page into a document that you can save on your computer, produce your responses in that document, and then copy and paste the responses into the space provided below. Additionally, please save your work continuously.

The completed application and responses to supplemental questions constitute an examination. **Note: qualifying experience must be reflected on the job application form.**

Resumes may be attached, but they will not be accepted in lieu of completing the job experience section of the application or the supplemental questions. The information you provide will be used to further identify those applicants who are best qualified to continue in the selection process for this position.

Your responses to the questions that require you to detail your background and experience should include the following information:*

- The number of years of experience you have had performing the duties that you are describing;
- The name(s) and type(s) of organization(s) where you obtained such experience; and,
- Your role and specific responsibilities within the organization(s).

***Responses to the supplemental questions that indicate "see resume" are considered incomplete.** By checking the 'Yes' response below, I indicate that I have read these instructions for completing the supplemental questionnaire and in accordance with these instructions, I understand that written responses to the supplemental question(s) listed below are required, in order to evaluate my qualifications for this position and for my application to be considered complete.

Additionally, I certify that I have completed the following supplemental questionnaire on my own; the answers accurately reflect my training, education and experience; and, I understand that my responses are subject to verification.

- Yes
 No

- * 2. Do you have at least a Bachelor's degree from an accredited college or university in fire protection engineering, civil or mechanical engineering or a related field? If yes, please enter your degree and field of study below. If not, please enter N/A in the space below.

- * 3. Do you have at least three years of progressively responsible experience in fire protection engineering? If yes, please describe your experience. Include the number of years of experience, the name of the organization where you obtained your experience, and your role and responsibilities. If no, please enter in the space below.

- * 4. Please describe your experience applying building and fire codes, standards and local ordinances to verify compliance of building construction plans. Identify the length of time and depth of knowledge related to plan review of fire and life safety systems. If you do not have this experience, please enter n/a below.

- * 5. Please describe your experience conducting inspections of fire protection systems and other life safety systems in new construction to ensure compliance with adopted state and local codes and standards. Identify the years of experience you have conducting new construction inspections and describe the specific types of fire and life safety systems inspected. If you do not have this experience, please enter n/a in the space below.

- * 6. This position requires the ability to readily adapt to changing priorities and consistently meet project deadlines. Please describe your experience with similar expectations and describe how you manage your workload under critical conditions.

- * 7. Please describe the most complex building project you have been responsible for plan review and/or inspection. Make sure to include the extent of your role and responsibility in your response. If you do not have this experience, please enter N/A in the space below.

- * 8. Do you have a valid class C California driver license and a safe driving record?
 Yes No

- * 9. Do you have a California Fire Protection Professional Engineer License? If yes, please enter your license number. If no, please enter n/a in the space below.

- * 10. Do you have a plan review certification from the Office of the California State Fire Marshal?
 Yes No

- * Required Question