POSITION ANNOUNCEMENT

FIRE MARSHAL

$7,293 TO $9,904 PER MONTH
MONTHLY BASE SALARY RANGE

THE POSITION
The Apple Valley Fire Protection District is currently recruiting for the position of Fire Marshal. Under the direction of the Fire Chief, the Fire Marshal is assigned to administer the Community Risk Reduction Division. Duties include conducting and/or ensuring the following are accomplished: inspections, issuance of permits for the control of hazardous materials, hazardous processes, and public assembly; review of new construction building plans and fire protection system plans for compliance with fire and life safety standards; field inspections of buildings and new construction; participation in public education programs; investigating the origin and cause of fires; and performance of other related duties as requested. Responsibilities require initiative and independent judgment in routine and emergency situations. The Fire Marshal is a safety position and has a 40-hour work schedule which includes a rotation of fire investigator duty.

MINIMUM QUALIFICATIONS
- Bachelor’s Degree and seven years fire service, code enforcement, plan review, or closely related experience.
- California OSFM certification as certified Fire Marshal.
- Fire Investigation 1A and 1B, and Fire Investigation 2A and 2B.
- A minimum of three years full-time fire service related supervisory experience.
- Valid California Class C Driver’s License within 30 days of employment.
- Residence within the boundaries of the Apple Valley Fire Protection District within three months of employment. This requirement may be modified by the Fire Chief or as deemed in the best interest of the District.

APPLICATION PROCEDURE
District Application and résumé must be submitted including proof of all of the applicant’s credentials for the position. Applications are available from District Headquarters, 22400 Headquarters Drive, Apple Valley, CA 92307 and also on the District’s website at www.AVFPD.org.

FILING DEADLINE
Completed original application, résumé, and other required documents must be received at District Headquarters by 5:00 p.m. Wednesday, February 28, 2018. Postmarks will not be accepted.

SELECTION PROCEDURE
Applications, résumés, and related documents will be reviewed. The most qualified candidates will be invited to participate in the selection process, which may include a written examination, practical assessment, and interview process. The Fire Chief will make the appointments. Candidates will be notified of invitation to the written test which will be IFSTA based.

WAGE AND BENEFITS
- Monthly Base Salary Range is $7,293 to $9,904
• Cafeteria Plan: Employees may select from a cafeteria plan of medical, dental, and vision insurance offered by the District. The District will pay $133 monthly towards a CalPERS selected health plan and provide a supplemental benefit contribution of $500 to go towards the balance of health premium and/or selections of dental and/or vision coverage.
• Currently the Safety retirement is provided by Public Employees Retirement System. New enrollees will be under the new CalPERS (PEPRA) retirement plan and will contribute the employee portion of PERS at approximately 10.25%.
• Vacation: 144 hours per year.
• Sick Leave: 12 hours per month.
• Holidays: 12.5 paid holidays per year.
• Uniform Allowance: $850 per year
• Life Insurance: The District provides life insurance for Fire Marshal equal to 2x annual salary up to $150,000.
• Deferred Compensation: Is available to those employees who wish to supplement their retirement income. Additionally, for employees having a balance remaining of their supplemental benefit contribution, the District will deposit the remainder balance, in $25 increments, into the employee’s deferred compensation account.

MEDICAL EXAMINATION:
Prior to appointment, candidates must pass a rigid medical examination, and drug screening test.

IMMIGRATION LAW:
Prior to appointment, candidates will be required to provide necessary documentation to verify proof of legal residence entitling them to work in the United States.

BACKGROUND:
Prior to appointment, candidates must undergo a comprehensive background investigation including, but not limited to, driving and criminal records.

PROBATIONARY PERIOD:
All employees must satisfactorily complete a one-year probationary period.

SAFETY EQUIPMENT:
All safety equipment is furnished by the District with the exception of black work boots, which must be purchased by the employee.

ALCOHOL, DRUG, AND TOBACCO FREE WORKPLACE:
The Apple Valley Fire Protection District is an alcohol, drug, and tobacco free workplace. The use of alcohol, illegal drugs, and tobacco in any form while on duty is prohibited.

TATTOO POLICY:
Individuals with tattoos that are indecent, racist, sexist, or show alliance with extreme organizations or criminal street gang or advocate violence will not be eligible for employment. Tattoos that are judged acceptable for employment purposes will not be visible while conducting District business.

INFORMATION ABOUT THE DISTRICT:
Apple Valley Fire Protection District covers 206 square miles in the High Desert area of San Bernardino County. The current population of the District is approximately 90,000. The District currently employs 53 full-time and 13 part-time employees including paid call personnel. The District operates seven fire stations, five of which are staffed 24-hours. The District budget for FY 17/18 is 11.3 million. The personnel complement includes career, paid-call, reserve and part-time positions.

In 2017, the District responded to approximately 11,219 incidents, including fires and medical emergencies. Additionally, the Community Risk Reduction Division conducted over 1,000 commercial inspections and investigated the cause and origin of over 100 fires, as well as providing public education for District residents.