

CITY OF MANCHESTER

HUMAN RESOURCES DEPARTMENT

ONE CITY HALL PLAZA

MANCHESTER, NH 03101

TEL: 603-624-6543 (VOICE/TTY)

FAX: 603-628-6065

WEB SITE: www.ManchesterNH.gov



FIRE PREVENTION INSPECTOR I

(Announcement Number R-060-14)

Grade 19

Starting Pay Range: \$48,888.00 per year – plus extensive benefits package

THE JOB:

Performs fire prevention inspections and fire investigations; performs directly related work as required. The principal function is to enforce City and State Fire codes and ordinances. This position supports the Fire Department's Fire Inspection Division and answers to the department's Fire Marshal. Conducts plan reviews and on-site inspections of fire safety and protection systems, as well as, inspections of other occupancies as needed. Conducts arson/fire investigations, including collecting evidence, interviewing witnesses, and scene processing. The work is performed under the direct supervision of the Fire Marshal but considerable leeway is granted for the exercise of independent judgment and initiative. Maintain effective working relationships with other City employees, inspectors/investigators from other local, state and federal agencies, as well as, law enforcement officials, community groups and the public.

MINIMUM

QUALIFICATIONS:

Graduation from High School, preferably supplemented by additional training in fire sciences; and NH Fire Inspector I and II certification, be employed as a full-time firefighter in the State of New Hampshire or be on the current NH firefighter eligibility list and possess NH certified Level II firefighter certification. National Registry of Emergency Medical Technicians EMT-Basic certification is required. A valid NH Commercial Driver's license (CDL-B with air brakes) is required at time of appointment. Documented experience in fire inspections, investigations and criminal proceedings preferred. Any equivalent combination of experience and training which provides the knowledge, skills and abilities necessary to perform the work.

NOTE: Offer of hire conditional on candidate's ability to perform essential job functions, with or without accommodation, as determined by passing a medical exam, including alcohol and drug tests and a comprehensive background check.

TO APPLY:

Candidates must complete a City of Manchester Employment Application, available at City of Manchester website (Human Resources/Job Application Instructions) or in person at HR Dept. City Hall Annex and submit a current resume.

OPENING DATE: November 13, 2014

CLOSING DATE: Open until filled

**The City of Manchester is an
Equal Employment Opportunity Employer**

*****PLEASE POST*****

THIS DOCUMENT IS AVAILABLE IN ALTERNATE FORMATS UPON REQUEST