



## **FIRE INSPECTOR (Full-Time)**

Upper Merion Township, located in King of Prussia, PA is looking for an energetic and highly motivated **Fire Inspector** who will report directly to the Deputy Fire Marshal. The **Fire Inspector** is a civilian employee position involving inspection and code enforcement matters that requires tact and judgment. Responsible for inspecting buildings to ensure that they are in compliance with fire and life safety applicable codes and standards. Detect possible fire hazards, issue warnings, and enforcement actions if buildings are not in compliance. In addition, this work involves the protection of life and property through the application of current fire inspection techniques...

The **Fire Inspector** will be responsible for (including, but not limited to):

- Communicates regularly, by telephone, letter or in person, with building owners, managers, and tenants.
- Inspect buildings to locate hazardous conditions and fire code violations such as but not limited to accumulations of combustible material, electrical wiring problems, and inadequate or non-functional fire exits, and maintains active files on all inspections.
- Inspect and test fire protection and/or fire detection systems to verify that such systems are installed in accordance with appropriate codes, ordinances, regulations, and standards.
- Identify corrective actions necessary to bring properties into compliance with applicable fire codes, regulations, and standards, and explain these measures to property owners or their representatives.
- Conduct fire code compliance follow-ups to ensure that corrective actions have been taken in cases where violations were found.
- Write detailed reports of fire inspections performed, fire code violations observed, and corrective recommendations offered.
- Responds to requests for service concerning complaints of violations of fire prevention, life safety, and property maintenance codes.
- Assist the Deputy Fire Marshals with compiling vital building information and document information for inclusion in Montgomery County's CAD database and the Township's CAD database.
- Assist the Deputy Fire Marshals with the upkeep of the Township's hydrant map, hydrant book, and fire pre-plan books.
- Presents fire safety educations programs to civic associations, schools, daycare centers and businesses.
- Utilizes a computer to develop and maintain fire pre-plans for sites throughout the Township.
- Attend training classes in order to maintain current knowledge of fire prevention, safety, and firefighting procedures.
- Conduct fire exit drills to monitor and evaluate evacuation procedures.
- Performs related duties as required.

### **Minimum Education, Training and Abilities Required:**

- The incumbent must have a minimum of either a high school diploma or a GED as evidence of completion of a high school education, and must have and maintain current state emergency medical technician - paramedic certification (license).

### **Certificates, Licenses And Registrations Required:**

- Possess and maintain a valid Pennsylvania driver's license (appropriate class with endorsements) preferred.
- Possess and maintain Pro Board or International Code Council (ICC) Fire Inspector I certification.

- Possess Hazardous Materials Operations Level certification.
- Possess CPR and First Aid.

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**Background Clearances:**

- NCIC
- License review
- Domestic Review
- FBI Fingerprint Check

**How to Apply:**

- For immediate consideration, applicants should complete an employment application by visiting [https://www.umtownship.org/?wpfb\\_dl=3158](https://www.umtownship.org/?wpfb_dl=3158) and submit the **full job application, cover letter and resume** via email to: [hr@umtownship.org](mailto:hr@umtownship.org). Applications will be accepted until position is filled.

**EOE**