

Fire Prevention Officer

Competition Number	1-KPFFA	Job Code	6007
Posting Date	November 17, 2020	Closing Date	December 1, 2020
Job Status	Permanent Full-Time		

Position Overview:

The Kitchener Fire Department is looking for qualified candidates to join our Fire Prevention team. Reporting to the Chief Fire Prevention Officer, the Fire Prevention Officer (FPO), working independently and as part of a multi-disciplinary team, will support and ensure a safe built environment for all City of Kitchener residents and visitors.

Responsibilities:

- Conduct routine and follow-up fire and life safety inspections of all classes of buildings and occupancies for compliance with Fire Prevention and Fire Safety Bylaws and Fire Code Regulations
- Issue Inspection Reports, Orders and Violations
- Conduct investigations of fires in order to determine cause, origin and preserve evidence related to suspicious fires
- Assist the Ontario Fire Marshal in fire investigation if required
- Evaluate and recommend approval of fire safety plans and compliance alternatives
- Examine building and site plans
- Respond to public enquiries and attends public meetings
- Provide technical support and training to fire department personnel
- Complete related administrative duties
- Perform other duties as assigned

Requirements:

- Must have a minimum 3-year degree or diploma in the area of fire protection, building sciences, architecture or engineering
- Must have a minimum of 4 years related experience
- An equivalent combination of education and relevant experience may be considered
- Must have excellent communication, interpersonal and customer service skills
- Must have the ability to deal with difficult individuals, in a courteous and effective manner
- Must be able to work independently or as part of a team
- Must provide proof of a valid "G" license deemed acceptable by the City of Kitchener
- Must provide proof of a positive Vulnerable Sector Check deemed acceptable by the City of Kitchener, prior to commencing employment
- Must upon hiring, become qualified as an NFPA Fire Inspector I and II, NFPA Fire Investigator, and Ontario Building Code Fire Protection Inspector.
- NFPA 1031 and 1033 certifications or NFPA Certified Fire Protection Specialist considered an asset

We are committed to diversity and inclusion, and thank all applicants in advance.

Accommodations are available during all stages of the recruitment process in accordance with the Human Rights Code.

We thank all applicants for their interest, however only candidates selected for further consideration will be contacted

Please note that as per Human Resources Policy #II-110, "Employment of Relatives of Staff Members and Elected Officials":

"The immediate relatives of staff of the Human Resources Division, all Directors, Deputy Chief Administrative Officer, or the Chief Administrative Officer and Elected Officials shall not be employed by the City in any capacity.

The immediate relatives of all other Management personnel shall not be employed where such employment would be:

1. within the same Department in the case of permanent full-time, temporary full-time and part-time classifications.
2. within the same Division in the case of students."

Department	Community Services	Division	Fire
Union Affiliation	KPFFA	Number of Positions	2
Hours of Work	42 hours per week		
Location			
Facility	270 Strasburg	City	Kitchener
Compensation			
Salary Range	\$ 103,047	Grade/Band	