

YAKIMA COUNTY, WASHINGTON
CLASS SPECIFICATION
CLASS TITLE: Deputy Fire Marshal

BAND: C	GRADE: 4	SUBGRADE: 2	CLASS CODE: J23-6442
DEPARTMENT: Public Services – Building & Fire Safety	ACCOUNTABLE TO: Varies	JOB FAMILY: Community Development	OVERTIME STATUS: Non-Exempt

JOB SUMMARY: Perform reviews and investigations of building plans and structures for compliance with federal, state, and county building and fire regulations; provide interpretations of regulations; evaluate proposed alternative methods of compliance; provide advice and information to design professionals and the public; perform scene investigations for dangerous conditions and recognize criminal activity which may also be present; inspect and enforce building, abatement, fire and life safety codes; plan, implement, and monitor public fire education programs.

DISTINGUISHING CHARACTERISTICS:

DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample: (position assignments may vary.)	BAND/ GRADE
1.	Plans, develops, implements and coordinates delivery of fire and life safety inspection, public education, and fire investigation programs.	C4
2.	Manages assigned projects including related activities such as approving construction materials and methods. Coordinates projects and activities with other departments and regulating agencies. Responds to questions and concerns of the property owners and general public.	C4
3.	Reviews and approves or rejects, complex architectural, building and environmental systems, fire and life safety systems, and specifications for construction or alteration of structures. Evaluates, and approves or rejects, proposals to use alternate materials, design and methods of construction for compliance with the intent of the applicable codes and standards and for suitability for the intended purpose. Makes recommendations for code compliance.	C4
4.	Studies, researches and analyzes building, fire, mechanical, abatement codes, and standards; writes interpretations and recommendations. Evaluates relevant laws, codes, standards and regulations for the appropriate application of those standards in policies, interpretations and decisions.	C4
5.	Conducts investigations and inspections of new and existing construction, code violations, fire incidents, and assessments of damage caused by natural disasters.	C4
6.	Plans, builds and tests computer applications for Building and Fire Safety Division; translates database design goals to projects; and evaluates project requirements.	C4
7.	Receives and responds to questions, concerns, and complaints of property owners and the general public regarding building, fire, and life safety hazards and determines the process for ensuring code compliance in specific cases. Interviews property owners and the general public in regard to abatement actions on dangerous buildings, hazardous structures, fire incidents, and disaster damage assessment.	B2
8.	Other duties as assigned.	

Knowledge of: (Position requirements at entry):

Knowledge of:

- Knowledge of building construction, dangerous buildings or conditions,
- Fire behavior and investigation practices,

CLASS TITLE: Deputy Fire Marshal

- Construction plans and specifications;
- Legal processes involved in the enforcement of applicable codes and regulations.
- Knowledge and understanding of building, fire, zoning and abatement codes.

Skills (Position requirements at entry):

Skill in:

- Skill in oral and written communications;
- applying building, fire and abatement regulations to specific projects;
- dealing tactfully and proactively with the public.

Training and Experience (Position requirements at entry):

Bachelor's Degree in Public Education, Building Construction, Engineering, Architecture, Building or Fire Inspection, Fire Science, Safety and Health Management and two years of experience related to education, public safety, disaster preparedness, plans examination, safety and health management, investigation and inspection, building or construction management and techniques, or similar field or an equivalent combination of education and experience which provides knowledge, skills and abilities sufficient to successfully perform the essential duties of the job.

Licensing Requirements (Position requirements at entry):

- Valid US Driver's license and proof of insurance, if requested
- Successful completion of a general employment verification;
- Completion of a criminal history background check to obtain a limited Commission from the Yakima County Sheriff's Office
- Required: ICC Fire Plans Examiner or Fire Inspector or IFSAC Fire Investigator (within one year of appointment)

Working Conditions: Position may have the potential exposure to the following:

Environment: Excessive noise, exposure to weather, extreme temperatures, moving/mechanical parts, pathogen exposure, vibration, travel. work in locked down facilities, field work, exposure to hostile/angry individuals, work outside of standard business hours and multiple work locations;

Physical Demands: bending, carrying, handling, lifting, reaching, sitting, standing, walking, fingering, balancing, climbing, crawling, crouching, kneeling, hearing, smelling, talking, visual acuity.

Intellectual Demands: ability to multitask, confidentiality, ability to work under pressure, ability to articulate and communicate in conversations, ability to follow written and verbal instruction.

Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally, and all other sedentary criteria are met

Classification History:

New: 10/21

Revised: 12/22