



EXTERNAL POSTING

TFES

Position:	Fire Prevention Officer
Type of Vacancy:	Permanent
Unionized Position	Local 1182
Work Schedule (hours & days):	Mon-Thurs & Tues-Fri (rotating schedule) (42 hours per week) and Flexible Hours per CA
2023 Salary:	Starting rate \$69,911.45
Date Posted:	January 24, 2023
Closing Date:	February 12, 2023

Working for City of Thorold

By joining the City of Thorold team, you will be choosing to become part of the fastest growing municipality in the beautiful Niagara region.

Working with us means a great pension, superb benefits package and a supportive and collaborative team environment. We invest in our people and prioritize creating opportunities for our employees to learn and grow in their roles.

We are proudly home to Canada Games Park, an internationally recognized and certified athletics and wellness facility. Our 300+ acres of parks and trails, two community centers, two arenas and outdoor pool are what makes Thorold the ideal place to build your career.

Additional Information

Job Description. To apply, please submit your cover letter and resume to hr@thorold.ca. Applications will be accepted until 430pm on **February 12, 2023**.

In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human rights code, the City accommodates the individual needs of all applicants with disabilities throughout the recruitment, selection and/or assessment process. If selected to participate in the recruitment, selection and/or assessment process, please inform staff of the nature of any accommodation(s) that you may require.

Information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used for employment assessment purposes.

We thank all applicants for their interest, but only those advancing through the selection process will be contacted.

CITY OF THOROLD
Fire Prevention Officer
Fire Department

This description reflects the general details considered necessary to describe the principle functions of the position identified, and shall not be construed as a detailed description of all the work requirements that may be inherent in such classification.

POSITION TITLE: Fire Prevention Officer

POSITION SUMMARY: This is a specialized technical, investigative and educational position with in the enforcement of municipal, provincial and federal fire prevention by-laws, regulations and codes. This Officer is involved in informational and educational life safety and fire prevention programs for public, commercial and industrial occupancies. Duties are carried out within defined procedures, but independence of judgement and action are exercised in day to day activities. Difficult problems and controversial decisions are referred to the Captain of Fire Prevention. Performance will be evaluated on the soundness of approach and judgement, conformance with established procedures and the ability to deal effectively with the public in attaining objectives.

RESPONSIBLE TO: Fire Chief and/or Deputy Fire Chief

SUPERVISES: N/A

RESPONSIBLE FOR:

1. Conducts inspections, investigations and public education programs.
2. Inspects all types of public and private buildings and structures to ensure compliance with regulations; participates in difficult or contentious re-inspections as required; issues orders to require compliance with regulations; lays charges for violations of municipal by-laws or provincial regulations; carries out unscheduled inspections in response to complaints concerning hazardous conditions; advises property owners or operators of safe operating procedures and methods in eliminating fire hazards.
3. Investigates fires to determine origin in accordance with NFPA 1033 and assists in gathering and presenting evidence in suspected arson cases.
4. Prepares and delivers effective public education programs on fire prevention and safety to groups and to the general public as required.

5. Prepares and maintains all required records, reports, statistics, correspondence and other material related to operations of the Fire Prevention Division.
6. Performs all related work as required.

POSITION REQUIREMENTS:

Post-Secondary Graduate of NFPA 1031 Level 2, NFPA 1033 and NFPA 1035 Level 2

Valid G classification licence for the Province of Ontario is required.

Knowledge of fire prevention, inspection and investigation methods, procedures, bylaws, codes, acts and related regulations governing the work.

Knowledge of the Fire Department rules and regulations, policies and firefighting techniques.

Knowledge of building construction, wiring, heating systems, industrial processes including chemical reactions, and the dangers of flammable and combustible materials and liquids.

Ability to meet and deal effectively with a variety of contacts, to stimulate interest and cooperation in fire prevention and safety programs through public presentations, demonstrations and related activities.

Ability to read and interpret building plans and specifications, to prepare detailed technical reports and to prepare and maintain a variety of records, reports, statistics and correspondence of an operational and administrative nature, not limited to the following:

1. Fire alarm systems and all ancillary functions;
2. Fire detection systems;
3. Standpipe and hose systems and water supplies for fire protection equipment;
4. Sprinkler systems;
5. Portable fire extinguishers;
6. Voice communication systems;
7. Systems for the ventilation and fire protection of commercial cooking operations;
8. Access for fire department vehicles; and
9. Structural components damaged by fire or other unapproved use.

Ability to establish and maintain effective working relationships with assigned staff, other divisional staff, municipal departments, the construction industry and the general public.

Conduct inspections on buildings being constructed under permit to ensure compliance with the Ontario Building Code and Ontario Fire Code.

Investigates fires to determine origin and assists in gathering and presenting evidence in suspected arson cases.

Typing and computer skills

Proficiency in Microsoft programs including Word, Excel, PowerPoint and Outlook.

**DESIRABLE TRAINING
AND EXPERIENCE PREFERRED:**

Fire Code Division B – Part 2 & 6,
Courtroom Procedures,
Advanced Fire Code Division B Part 3 & 5,
Advanced Fire Code Division B Part 9,
Fire Code Division B Part 4 Flammable and Combustible Liquids

Certified Fire & Explosion Investigator.

Successfully completed the Ministry of Municipal Affairs and Housing courses and obtained the qualifications of:

1. General Legal/Process for Inspectors
2. Fire Protection Systems

Completion of a college course/program related to the field of fire protection.

Basic firefighting training and experience would be an asset.

Experience within a Municipal Fire Prevention Division.

Valid certificates in First Aid and CPR

Familiarity with FirePro Software.