

Department of Administrative Services
Division of Construction Services
Job Title: Fire and Life Safety Specialist

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Candidates on the current Fire and Life Safety Specialist examination list or those who hold permanent status in the class.

Location: 165 Capitol Avenue, Hartford, CT 06106

Job Posting No: 6461

Hours: 7AM – 3:30PM (35 hours/week)

Salary: ES 22a, \$56,263 - \$77,655 (Employees new to State service start at the base of the range)

Closing Date: September 1, 2015

Eligibility Requirement: Candidates must have applied for and passed the Fire and Life Safety Specialist exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. ***Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.***

Examples of Duties: Serves in the capacity of the "authority having jurisdiction" representing the State Fire Marshal for resolution of disputed fire and life safety code related matters; determines the legality of architectural and engineering plans of buildings and structures; provides state agencies, local code enforcement officials, architects, engineers, other design professionals and construction industry representatives with technical assistance in the proper application of code and problem resolution in the design, construction, alteration or renovation of buildings including the testing of engineered systems; reviews, analyzes and prepares written recommendations as to the acceptability of requests for modification of the State Fire Safety Code; assists the State Fire Marshal in the revision of the State Fire Safety Code and referenced standards by conducting research and drafting amendments; conducts technical on-site inspections and evaluations regarding complex code issues; determines the appropriateness of building materials and system components based upon code interpretations; collects and analyzes data at fire scenes for code performance; prepares technical reports; prepares and presents educational training and certification programs mandated by statute to local code enforcement officials, state agencies and professional organizations; may lead technical staff by assigning and reviewing daily work, providing on-going training and preparing written evaluations; may testify at administrative hearings or in state and federal courts of law; performs related duties as required.

Knowledge, Skills and Abilities: Considerable knowledge of and ability to interpret and apply building construction standards, fire and life safety codes, adopted referenced national standards, standard tests for construction materials and fire rating and applicable state and federal statutes; considerable knowledge of and ability to review complex architectural and engineering plans and specifications for large scale building projects including engineered fire and life safety protection systems and concepts; considerable knowledge of basic engineering and architectural principles, practices and methods of building design and construction; considerable knowledge of inspection practices; knowledge of building materials and equipment; some knowledge of fire suppression and investigation methods; considerable oral and written communication skills; interpersonal skills; ability to prepare and present technical material for training programs or public speaking engagements; ability to utilize computer software.

General Experience: Seven (7) years of experience in fire code compliance plan review and inspection of buildings.

Special Experience: Three (3) years of the General Experience must have been in the inspection and review of plans and specifications for fire code compliance on large scale building projects.

Note: Large scale building projects will be interpreted as buildings exceeding 12,000 square feet in size and more than one story in height not including apartment buildings and single family residences.

Substitutions Allowed: College training in architecture, mechanical or civil engineering or related courses in fire technology, fire and life safety systems design or a related discipline may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one-half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree.

Special Requirements:

1. Incumbents in this class will be required by the appointing authority to possess and retain appropriate current licenses, permits and/or certifications including certification by the State Fire Marshal as a Fire Marshal, Deputy Fire Marshal or Fire Inspector OR to successfully complete the first program offered after appointment.
2. Incumbents in this class will be required to complete ninety (90) hours of job related continuing education every three (3) years in accordance with Section 29-298(a) of the Connecticut General Statutes.
3. Incumbents in this class may be required to travel.
4. Incumbents in this class may be required to possess and retain a valid Motor Vehicle Operator's license.

Physical Requirement: Incumbents in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity, and must maintain such physical fitness as be able to perform the duties.

Preferred Criteria: In addition to the above requirements, the preferred candidate will:

1. Possess certification as a Fire Marshal, Deputy Fire Marshal or Fire Inspector.
2. Have experience interpreting fire codes and applying requirements to business needs.
3. Have experience managing multiple priorities and meeting deadlines.
4. Have experience solving problems, making judgment calls and independent decisions.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, resume, Application for Employment (CT-HR-12: http://das.ct.gov/HR/Forms/CT-HR-12_Application.pdf), three letters of professional reference and (State Employees: attendance calendar and last two service ratings) to:

Department of Administrative Services
165 Capitol Avenue
Hartford, CT 06106

Attn: Morgan Roane, HR Specialist

Fax: 860-730-8278 or Email: morgan.roane@ct.gov

Applications will be accepted by U.S. Mail, email or fax. Late or incomplete applications will not be considered.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.