



# GREATER EAGLE FIRE PROTECTION DISTRICT

## FIRE INSPECTOR I - to include up to an ASSISTANT FIRE MARSHAL

### JOB POSTING

Posted: April 19, 2024

Greater Eagle Fire Protection District invite applications for one (1) unique position that could range from a Level I Inspector up through, and to include, an Assistant Fire Marshal. This position operates at a line operational level and involves interacting with shift crews and the public while also managing the annual fire inspection program, conducting special event inspections and public education events. As you move towards the Assistant Fire Marshal position, conducting annual life safety system field inspections and plan reviews will be included based on qualifications.

Operating under the guidance of Greater Eagle Fire's Division Chief of Life Safety / Fire Marshal this position may have to operate independently as needed once trained on functions and required qualifications have been obtained

The position follows an FLSA Non-Exempt, either a 5/8 or 4/10 shift hour work week schedule, with potential additional hours for incident response, emergencies, trainings, meetings, and specific duties as directed by the Division Chief of Life Safety.

**The applicant must meet the following minimum qualifications, which will be considered alongside other relevant knowledge and experience:**

- Knowledge of and/or ability to utilize, interpret, and apply the International Fire Code requirements and National Association Standards while performing applicable job functions.
- Ability to obtain certifications as required by State of Colorado for either of the: Fire Inspector I, Fire Inspector II, Fire Inspector III levels operations, or Assistant Fire Marshal designation.
- Job descriptions for Fire Inspector I, Fire Inspector II, Fire Inspector III, and Assistant Fire Marshal positions are available on request.
- Handle non-emergency functions including fire inspections, public relations, and on-going training.
- Will have minimal emergency response responsibilities until certification and experience are obtained as required by the State of Colorado.
- Must be 21 years of age.
- Possess a High School Diploma, GED, or equivalent of knowledge and experience.
- Possess or ability to work towards an associated degree from a nationally accredited college or university - District covers tuition costs.
- Possess a valid Colorado Driver's License or be able to obtain within 6 months of appointment.
- Strong verbal and written communication with the ability to speak, read, and write the English language.
- Must be able to lawfully work in the United States.
- Ability to be insured by GEFPD's insurance carrier.
- Maintain professional conduct while handling multiple tasks.
- Passing of pre-employment physical and background check.

**Preferred Education:**

A bachelor's degree in fire science, fire administration, business, or public administration from an accredited college or university is preferred. Alternatively, an equivalent combination of education, training, and experience that demonstrates the necessary knowledge, skills, and abilities will also be considered.

**Pay/Benefits:**

Compensation/Benefits: These positions are hourly, non-exempt roles with an annual salary range of \$68,700 - \$110,400, depending on qualifications and experience. Additional benefits include:

- Tuition reimbursement for college or higher education.
- Comprehensive health coverage, including medical, dental, and vision, with the monthly premium fully covered by the district.
- Long-Term Disability (LTD) insurance - premium cost covered by the district.
- Life insurance at two times the annual pay rate - premium cost covered by the district.
- Accrual of generous vacation and sick leave time based on length of service.
- Fire & Police Pension Association (FPPA) pension - Employee contributions with Employer matching.
- Accidental Death & Dismemberment (AD&D) coverage - paid by the district.
- Voluntary contributions to a 457 plan through FPPA/Fidelity Investments - with a 50% match up to 3% from the district.
- Wellness benefits: multiple coverages including Employee Assistance Program (EAP), Cancer and Behavioral Health support, and annual Physical Fitness testing.

**Application Procedure:**

Please submit a letter of interest, a detailed resume outlining your experience, training, and education, and provide three references. Include contact information for two current or past supervisors who may be contacted. Submit your application via email to Kathy Lawn at [klawn@gefpd.org](mailto:klawn@gefpd.org), hand-deliver it to 425 East Third Street, CO, 81631, or send it via USPS to Greater Eagle Fire, PO Box 961, Eagle, CO 81631. The deadline for submissions is 5:00 pm on Friday, May 20, 2024.

Selected candidates must undergo a comprehensive selection process, including completing an application, participating in an oral interview, skills assessment, health and fitness evaluation, and a background check.

**Hiring Timeline**

- Application period April 19, 2024 through May 20, 2024.
- Next round for applicants moving forward will participate in Assessment Center processes and Interviews during the weeks of May 27<sup>th</sup> - June 5<sup>th</sup>.
- Decision by June 7, 2024 with a start date to be as soon as effectively possible.

**ADA Compliance:**

The Greater Eagle Fire Protection District aims to select and retain the best-qualified candidates without discrimination based on disability. Reasonable accommodations are available, and applicants or employees with disabilities can contact the HR representative at 970-328-7244 with advance notice for necessary arrangements.

**EEOC Compliance:**

The Greater Eagle Fire Protection District is an Equal Opportunity employer, providing equal employment opportunities regardless of race, color, religion, national origin, gender, gender identity or expression, disability, age, sexual orientation, pregnancy, childbirth, veteran status, or a medical condition related to pregnancy or childbirth or any other characteristics protected by federal, state, or local laws.

**At-Will Employment Notice:** Colorado operates under an "At-Will" employment framework, allowing either the employee or employer to terminate employment at any time, with or without cause and with or without notice. This job announcement and the application process do not alter the District's at-will employment policy.