



Town of Mooresville

Recruitment Announcement

November 30, 2009

Position: **Assistant Fire Marshal**

Department: **Fire Department**

Salary Range: **\$38,230-\$59,789 DOQ**

Application Deadline: **OPEN UNTIL FILLED**

Description:

An employee in this position will perform technical work assisting in enforcing fire codes and prevention laws, performing fire inspections, fire education, and promoting overall fire prevention efforts for the Town of Mooresville. Duties includes (but not limited to) conducting fire inspection of businesses, commercial and industrial buildings, schools, day care centers, nursing homes and place of public assembly for existing or potential fire hazards, enforces fire section of state building code and NFPA codes; inspects contractor's plans to ensure compliance to fire code; reviews site plan for proper planning and construction, coordinating these reviews with the Fire Marshal and issuing certificate of occupancies. Some independence and judgment are required in all aspects of the work, particularly in fire inspections. Will assist Fire Marshal in conducting investigations of fire and fire prevention and safety education programs.

Minimum Requirements:

Graduation from high school supplemented by courses in fire inspection and prevention and some experience in the fire service and/or fire inspections; or an equivalent combination of education and experience.

Hours:

8:00 AM – 5:00 PM Monday-Friday Subject to call back

Other Information:

Requires possession of State certifications for enforcement of fire codes at level III or ability to obtain within 12 months of hire. Possession of NC Certification of Arson Investigation or ability to obtain within 2 years of hire. Possession of valid NC drivers license with safe driving record.

How to Apply:

Applications will be accepted at the Human Resources Department, 413 N. Main Street or NC Employment Security Commission, 470-A N. Broad Street, Mooresville, NC. Applications can also be downloaded from the website: www.ci.mooresville.nc.us. Resumes will NOT be accepted in lieu of a Town of Mooresville application and applications will NOT be accepted after the closing date.

Benefits:

Paid Leave; 11-12 paid holidays; excellent medical, dental and vision insurance; local government retirement; 401(k); life insurance; flexible spending accounts; direct deposit.

An Equal Opportunity Employer