

VILLAGE OF SKOKIE
Skokie, Illinois

EMPLOYMENT OPPORTUNITIES

Medical Insurance	Vacation & Sick Leave
Dental Insurance	Credit Union
IMRF Retirement Benefits	Deferred Compensation Plan
Social Security Retirement Benefits	Group Life Insurance

Notice of Accepting Applications for the Position of:

FIRE PREVENTION SPECIALIST

Annual Salary
Range: \$61,101 - \$78,008

Brief
Description
of Duties: Performs a variety of tasks related to technical and field work related to current fire prevention methods, fire inspections and enforcement of adopted codes and ordinances for the Village of Skokie and the Skokie Fire Department. Inspects existing and new occupancies for applicable code compliance. Reviews architectural drawings for fire protection systems & Life Safety and International Fire Code compliance, including alarm systems, sprinkler systems, exits, etc. Responsible for examining submitted plans and specifications to ensure compliance with minimum requirements of adopted codes and ordinances. Performs a variety of electronic data entry and other related duties as assigned.

Required
Training and
Knowledge: Demonstrated knowledge of NFPA & ICC codes. Understanding of architectural drawings and essential Fire Prevention mathematical calculations. Fire Prevention Officer/Plan Reviewer certification and FireHouse Software experience preferred. Must possess a valid driver's license, excellent oral and written communication skills and be proficient using computers.

Application
Process: Apply to: Village of Skokie, Personnel Department, 5127 Oakton St., Skokie, IL 60077. For additional information and to download an application, please visit www.skokie.org

E-mails and faxes are not accepted.

EOE M/F

APPLICATION DEADLINE: Friday, June 19, 2015

The Village of Skokie is an Equal Opportunity Employer