



# SANTA CLARA COUNTY FIRE DEPARTMENT

14700 Winchester Blvd., Los Gatos, CA 95032 | (408) 378-4010 | [www.sccfd.org](http://www.sccfd.org)

## ANNOUNCEMENT OF AN OPEN AND COMPETITIVE EXAMINATION Deputy Fire Marshal II

**Current Monthly Base Salary: \$11,892.70 - \$14,455.67 per month**  
**Submission Deadline: Noon on Monday, April 11, 2022**

*The Department reserves the right to close the announcement at any time without notice. Interested applicants are encouraged to apply early.*

### ***Why Santa Clara County Fire Department?***

The Santa Clara County Fire Department is a fire district responsible for protecting the lives, property, and the environment within the communities served from fires, disasters, and emergency incidents through preparedness, education, prevention, and emergency response. We are a progressive Department of dedicated and skilled employees, focused on providing the absolute best courtesy and service possible to our customers and served jurisdictions. The Department is accredited by the Commission on Fire Accreditation International (CFAI). The CFAI assists fire and emergency service agencies in achieving excellence through self-assessment, accreditation, and continued quality improvement to enhance service delivery to communities. It is one of 21 fire agencies in California to attain CFAI accredited agency status.

### ***Why Fire Prevention?***

The Department's Fire Prevention Division is responsible for reviewing and inspecting proposed new construction and existing facilities for compliance with fire protection, life safety and hazardous materials concerns. The Division responsibilities include reviewing proposed land development, new building construction, fire suppression, fire alarm and other related life safety systems. The Deputy Fire Marshal II position is tasked with a variety of fire prevention inspections to ensure compliance with current laws, ordinances and regulations within the Department's jurisdiction. Work is performed under general supervision depending on the complexity of the task and the skills of the incumbent.

### ***What benefits do we offer?***

- Department fully paid medical and dental premiums
- Vision plan
- Paid life insurance of \$40,000
- Education reimbursement plan
- Generous paid leave program that includes personal leave, sick leave, vacation, 14 holidays per year, and alternate work schedule options.
- CalPERS retirement/pension benefit - Retirement benefits conform to the California Public Employees' Retirement System. Currently, Classic Miscellaneous employees pay 8% of employee contribution, which is tax-deferred. Public Employee Pension Reform Act (PEPRA) employees currently pay 7.25%, which is tax-deferred.
- The Department does not pay into Social Security.

The classification of Deputy Fire Marshal II is a Fair Labor Standards Act non-exempt position in the Classified Service. This classification is represented by the International Association of Fire Fighters - Local 1165.

***What you will you do as a Deputy Fire Marshal II?*** (For more detailed information, please refer to the [Deputy Fire Marshal II job specification](#).)

Responsibilities may include, but are not limited to, the following:

- Inspect buildings and other structures for compliance with fire laws, ordinances and regulations concerning design, construction and the installation of fire protection equipment.
- Investigate fire hazard complaints; prepare reports and notices of deficiencies directed to owners.

- Ensure compliance with fire safety standards in the construction, operation, and maintenance of commercial and industrial establishments and in the storage and handling of hazardous materials such as compressed gases, flammable liquids, oxidizers, toxic and corrosives.
- Inspect and make fire safety recommendations for schools, hospitals, residential care facilities and other institutions; conduct various fire and life safety inspections and ensure compliance with all applicable codes and regulations for places of public assembly.
- Coordinate with other local and state agencies, as needed, regarding inspection, plan review, investigation, compliance and regulatory consistency.
- Conduct fire safety inspections of weekend fairs or festivals, public fireworks displays and/or special events.
- Assist Department personnel in the interpretation of state and local laws and regulations relating to fire prevention.
- Review plans and specifications on proposed buildings and subdivision development for adherence to fire and safety laws and codes; confer with architects, engineers, and contractors, offering recommendations on laws and regulations covering fire and panic safety in the design and construction of buildings.
- May act as a lead to the classifications of Deputy Fire Marshal Trainee and Deputy Fire Marshal I.
- Attend training sessions and conferences.
- Provide technical assistance and direction to other Department personnel as assigned.
- Maintain records and prepare reports.
- May have the opportunity to participate in the on-call Fire Investigation Program.
- May be assigned duties in other Department programs at the discretion of the Deputy Chief of Fire Prevention and/or the Fire Chief.
- May perform other duties as assigned.

***How can you qualify for this position?***

***Education and Experience:*** An associate’s degree in fire science, fire technology, fire protection engineering, building design, construction, environmental studies, fire administration, business administration or public administration or a closely related field, plus three (3) years of increasingly responsible experience performing fire prevention related work, plan review, construction, and/or building inspection. Applicable work experience beyond the required years of experience can be substituted for required education on a year-to-year basis.

As a condition of employment, an incumbent who has not successfully completed and passed the California State Fire Marshal (CSFM) coursework for Fire Inspector 1 as indicated below (Fire Inspector 1A, 1B, 1C, 1D) will be required to do so within one year of employment, or as soon as the classes become available:

- |                     |  |
|---------------------|--|
| • Fire Inspector 1A | Duties and Administration              |
| • Fire Inspector 1B | Fire Life and Safety                   |
| • Fire Inspector 1C | Field Inspection                       |
| • Fire Inspector 1D | Field Inspection - California Specific |

Completion of CSM Fire Prevention I certification will be accepted in lieu of the CSFM Fire Inspector 1 coursework:

- |                      |                           |
|----------------------|---------------------------|
| - Fire Prevention 1A | Fire Inspection Practices |
| - Fire Prevention 1B | Code Enforcement          |
| - Fire Prevention 1C | Flammable Liquids and Gas |

Completion of the International Code Council (ICC) Fire Inspector I certification will be required within one (1) year of employment. The Deputy Chief of Fire Prevention may extend the required completion dates for all coursework and/or certifications.

**Highly Desirable:** A bachelor's degree in fire science, fire technology, building design or a closely related field. Plan review capabilities in one or more of the following areas: architectural, automatic sprinklers, fire alarms and/or water and access.

**Knowledge Of:**

- Principles, practices, and techniques of modern fire prevention.
- Applicable local and state regulations.
- Written communication principles in order to prepare clear and concise documents.
- Department rules and operational procedures.

**Ability To:**

- Accurately interpret laws, ordinances, and regulations relating to fire prevention.
- Identify fire hazards and determine corrective action.
- Effectively and professionally communicate fire prevention techniques to the public.
- Understand and carry out verbal and written directions.
- Prepare clear and concise reports and speak and write effectively.
- Establish and maintain effective and professional working relationships with those contacted in the course of work.
- Maintain accurate records.
- Maintain a calm and professional demeanor in a confrontational or difficult situation.
- Work irregular or protracted hours and to respond promptly to callbacks.

**Curious about the working conditions and physical demands?**

Work is performed both in an office setting and in the field. There may be exposure to noise, dust, flammable and combustible materials. Work involves physical exertion, including standing, stooping, reaching, lifting, crawling and climbing. Manual dexterity; clear, understandable speech; and visual and hearing acuity are also required.

**Required License:** Possession of a valid state of California driver's license.

**Employment Condition:** Must be flexible in work assignments. Assignment location, program assignments, assignment to a specialized function may occur and/or be subject to change based on the needs of the division.

**Pre-Employment Conditions:** As a condition of employment, the candidate must complete and pass a background check and Live Scan fingerprint, and complete a medical examination.

**Ready to apply? Here's what to do:**

Please go to the [Deputy Fire Marshal II job announcement](#) on the Santa Clara County Fire Department website. Click on the "Apply for this job online" button. If you have not previously done so, you will need to complete a user profile. Please complete all steps of the application portal, and upload your résumé where indicated. The submission must be completed by the stated deadline.

**Don't miss out on this opportunity! The submission deadline is Noon on Monday, April 11, 2022.** Incomplete or late submittals will not be accepted or considered. Interested applicants are strongly encouraged to apply as soon as possible.

Based upon a review of the applications, the most qualified candidates will be invited to participate in the selection process. In cases where a high number of applications are received (as determined by the Department), the order in which applications are received may be used to determine eligibility to continue in the recruitment process. The selection process will include an in-person written test, tentatively scheduled on August 5, 2022, an oral board interview, tentatively scheduled on May 31, 2022, and final interviews, which are tentatively taking place the week of June 13, 2022.

Should you have questions regarding the position of Deputy Fire Marshal II or the application and selection process outlined herein, please contact Personnel Services at (408) 341-4343 or via email at [recruitment@sccfd.org](mailto:recruitment@sccfd.org).

***The information contained within this announcement may be modified or revoked without notice and does not constitute either an expressed or implied contract. Candidates with a disability who may require special assistance in any phase of the application or testing process should advise Personnel Services upon submittal of application. Documentation of the need for accommodation must accompany the request.***

***The Department is an Equal Opportunity Employer.***