

Fire Marshal, City of Walhalla

Position Category: Fire

Position hours: Full-time position, 40 hours/week M-F; subject to periods of call back

Primary Job Duties:

- Responsible for the fire prevention division; enforces the provisions of the fire code and the laws and regulations pertaining to fire prevention and fire protection.
- Responsible for the inspection of all buildings and premises in accordance with the provisions of city and fire codes. Reviews buildings and fire sprinkler plans to assure fire code requirements are met.
- Investigates complaints received by the Fire Prevention Division; establishes and maintains comprehensive records of all business transacted such as complaints, inspections, investigations, notices served and permits written.
- Makes reports to the Fire Chief; provides information to the business community and the public upon request. Maintains detailed and accurate records of inspections, pre-fire plans, and makes State One-Percent quarterly reports to the Fire Chief.
- Attends training, seminars and meetings to remain knowledgeable of modern fire suppression and prevention methods and maintains required certifications

Incidental Job Duties:

- Performs fire suppression, rescue, emergency medical first response, fire prevention, pre-fire planning, technical rescue, and hazardous materials response operations on assigned shift; ensuring proper and prompt response to protect the lives and property of those in need of assistance all in accordance with NIMS.
- Maintain records and prepares reports as required; cleans and maintains fire/rescue apparatus, equipment, station and grounds; tests fire hoses and fire hydrants; and maintains emergency response equipment in a constant state of readiness
- Completes tasks as assigned from the Chief or Captain.
- Completes assigned progressive training and follows mentoring and coaching advice from supervisors for career development.

- Follows departmental and city policies as well as state and federal regulations as applicable

Required Qualifications:

- High school diploma or GED equivalent
- 18 years of age or older
- valid S.C. driver's E license
- IFSAC/ProBoard Firefighter 2 certified
- IFSAC/ProBoard Fire Officer 1
- SC State Fire Marshal (or ability to obtain within 1 year)
- Prior fire service experience is required
- Must be physically able to perform all firefighter duties,
- be subject to call back
- attend monthly drills when off duty

Additional training and certification requirements as listed in the Walhalla Fire Department Certification Matrix.

Certified fire marshal certification required or the ability to obtain within one year. Position is subject to re-location to Community Development Department once CFM is obtained.

Pay info: \$35,000-\$40,000 annually. Dependent on certifications/experience.

How to apply: Obtain employment application at Walhalla City Hall, 206 N Church St, Walhalla, SC 29691 or download at:

<http://www.cityofwalhalla.com/wp-content/uploads/employment-application.pdf>

or complete online at: <https://www.cityofwalhalla.com/employment-application/>

Return completed employment application, resume, and cover letter to:
Walhalla City Hall, 206 N Church St PO Box 1099, Walhalla, SC 29691 or
email to Interim Fire Chief Will Bates at will@walhallafire.com.

Deadline: Open Until Filled

All job offers are contingent upon successful completion of physical agility test, drug screen and various background investigation, which may include criminal history, driving record, credit report, employment history, education verification and personal references. The City of Walhalla is an Equal Opportunity Employer.