Fire Protection Engineer

Bargaining Unit: Professional Employees Association

Class Code: 740020

SAALRY RANGE
$32.25 - $45.33 Hourly
$67,080.00 - $94,286.40 Annually

GENERAL DUTY STATEMENT:
Performs highly-skilled professional and technical work in the review and approval of building construction plans for fire alarm and fire sprinkler systems, fire separation and fire detection, smoke evacuation systems, and other fire safety features. Evaluates construction alternatives for equivalency to the requirements of the building and fire codes and national fire protection safety standards. Conducts building inspection to ensure conformance to approved plans and specifications; inspects new and existing buildings for special fire and life safety concerns. Performs other related duties as required.

SUPERVISION RECEIVED:
Works under the technical, general, and/or administrative supervision of a unit or division manager.

SUPERVISION EXERCISED:
May exercise technical supervision over lower-level support, technical, or professional staff.

TYPICAL DUTIES (EXAMPLES MAY NOT INCLUDE ALL DUTIES PERFORMED):

1. Conducts investigations, inspections, enforcement actions, and reviews. Identifies, resolves, and manages the most complex and difficult violations, compliance requirements, and issues through resolution.
2. Reviews and approves fire protective systems plans, inspects and reports on the installation and alteration of fire protective systems in accordance with approved plans, specifications, and applicable codes and standards.
3. Inspects, witnesses and validates installation and tests of fire protective systems and appurtenances.
4. Coordinates technical and engineering enforcement activities, initiates assignments involving multiple staff and monitors complex compliance issues through completion.
5. Coordinates efforts of multiple sections, departments and agencies to address technical or chronic compliance issues.
6. Provides testimony at various venues, including city council, Legislative hearings, Administrative hearings and court.
7. Conducts complex research related to ongoing work and special projects, producing reports and recommendations.
8. Develops training modules and trains staff in work-related techniques, procedures, and requirements. Monitors workloads and directs staff regarding violation and potential violation determinations.
9. Performs highly complex inspections and enforcement actions.
10. Reviews and approves proposals for alternate methods and materials being suggested as equivalencies to the established code requirements.
11. Maintains situational awareness and current knowledge of the latest technology and trends in the fire safety and engineering fields.
12. Explains codes, laws, and enforcement policies to individuals and groups.
13. Assists in the writing of policies and procedures.

COMPETENCIES (NOT LISTED IN ORDER OF IMPORTANCE):

Technical Expertise

1. Demonstrates an expert understanding of the principles and practices involved with fire science, relevant construction methods and processes, and related fire systems to include fire sprinkler, fire detection, and smoke evacuation.


3. Demonstrates an understanding of the principles of Performance Based Design and related inspection methods, hydraulics, hazardous materials and processes.

4. Demonstrates an understanding of current Fire Protection computer software, and other work-related applications such as, AMANDA, word processing, spreadsheet, and database manager applications; demonstrates skill in operating a keyboard and mouse.

5. Demonstrates an ability to identify risks including hazards involved in projects and minimize any liabilities. Demonstrates an ability to determine the methods and resources needed to address risks, liabilities and legal implications.

Decision Making and Problem Solving

6. Demonstrates an ability to expertly plan and manage multiple complex projects that may have changing priorities and community wide impact within negotiated deadlines; demonstrates an ability to apply construction plan review methods, read plans and documents and inspect buildings for construction approval.

7. Demonstrates an understanding of the Department of Fire and Safety Services rules, standard operating procedures, protocols, services, and the Department's mission and vision. Demonstrates an ability to apply this understanding to the full range of challenges associated with complex work assignments.

8. Demonstrates advanced conflict resolution and negotiating skills. Develops innovative solutions to problems, deals with hostile situations, and advises and assists others to identify and resolve complex situations associated with the work.

Communication

9. Demonstrates an ability to listen, speak and write in an effective manner with a diverse group of individuals inside and outside the organization. Demonstrates an ability to determine the methods and resources needed to address compliance issues to satisfy contractors and regulatory demands. Demonstrates an ability to produce technical reports and other correspondence that can be easily understood by the reader.

10. Demonstrates an ability to meet deadlines, define, measure, and evaluate results, and appropriately prioritize and set deadlines for one's own work and the work of others.
11. Demonstrates an ability to interact effectively with all levels of management, employees, other City departments, public and private agencies, news media, and the general public. Understands and respects the diversity of customers and coworkers, effectively communicating with large groups or in one-on-one situations.

**Teamwork, Leadership, and Management**

12. Demonstrates highly-effective leadership by promoting and supporting the mission and vision of the organization, recognizing and defining issues, and moving issues forward within the work environment. Exhibits leadership qualities of adaptability, dependability, and accountability. Provides effective work direction to staff and reinforces desired work behavior; encourages and influences flexibility, creativity, and a positive work environment.

13. Demonstrates effective intra- and interdepartmental work-group leadership by encouraging individual participation and creativity; is supportive of others and the group decision-making process; demonstrates an ability to effectively manage conflict.

14. Demonstrates an ability to transfer knowledge to others, positively influence others, and provide for and encourage the creation of a positive work environment.

**Customer Service**

15. Demonstrates an expert understanding of the associated customer service standards to address the needs of internal and external customers. Exhibits a commitment to continuously improve customer service.

16. Demonstrates an ability to identify key issues and act as a resource to other staff and external clients in resolving complex customer service issues. Demonstrates a verbal and written ability to respond to citizen complaints and requests for information.

17. Demonstrates an understanding of and respect for the diversity of customers, co-workers, and supervisors, including individuals with disabilities or whose first language may be one other than English.

**REQUIREMENTS:**

A Bachelor’s Degree in Fire Protection Engineering, Mechanical Engineering, or a related field with coursework in Fire Protection Engineering. No substitution for education.

Must be currently licensed and maintain licensure as a Professional Engineer (PE) in Fire Protection, OR

Must possess or obtain and maintain certification as an Engineer in Training (EIT) issued by the Minnesota State Board of Architecture, Engineering and Land Surveying, or other recognized issuing authority by the end of one year or the probationary period. Failure to obtain and maintain the required EIT certification will result in termination of employment.

As a term of continuous employment, an employee hired without licensure as a PE must obtain and maintain licensure as a PE in Fire Protection at the earliest eligibility, but no later than the end of six years of employment. Failure to obtain licensure as a PE in Fire Protection by the six year anniversary will result in termination of employment.

Must possess and maintain a valid Minnesota Class D driver's license, or equivalent out-of-state driver's license. The driver's license must have no suspensions or revocations for driving-related offenses within the two year period prior to the date of appointment. Suspensions for parking-related offenses are excluded.

Two years of experience in the review of fire protection system design and plans preferred.
SUPPLEMENTAL INFORMATION:
The complete salary range is found in the Professional Employees Association - Employee Group 06 Salary Schedule, See Grade 020.