

NOTICE TO THE PUBLIC

JOB POSTING

Fire Marshal

Posted:6/25/2020

End Date: Until Filled

The City of Monroe is now accepting applications for the position of Fire Marshal. Under the direction of the Fire Chief, the Fire Marshal is the Division Head responsible for the department's Community Risk Reduction Division. This position performs a broad range of technical and administrative work which encompasses fire cause and origin, fire code compliance, and fire prevention/public education on a non-shift 40-hour work week. This individual must be fully capable of interpreting policies, procedures and guidelines along with both national, state and local codes and ordinances. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned. The Fire Marshal is part of the Command Staff Personnel.

Qualified applicants must:

- Have a high school diploma or GED equivalent
- Be a Georgia certified firefighter
- Possess and maintain Georgia Fire Inspector Certification
- Possess or achieve within 12 months after employment, an Associate of Science degree in the field of Fire Science from an accredited college or the combination of experience and training

To perform this position successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Extensive knowledge of modern fire prevention principles, procedures, techniques and equipment; Extensive knowledge of building, electrical, mechanical and fire codes; Extensive knowledge of inspection techniques; working knowledge of fire suppression techniques and equipment; working knowledge of first aid; working knowledge of firefighting tactics, oil fire control, and hydraulics;
- Ability to effectively apply standard fire prevention techniques; Ability to act effectively in emergency and stressful situations; Ability to follow verbal and written instructions; Ability to communicate effectively orally and in writing; Ability to establish effective working relationships with employees, other agencies, and the general public; Ability to meet special requirements.

The City of Monroe offers a comprehensive benefit package. Salary range for this position is from \$48,052 to \$62,406. Actual starting salary within this range is dependent upon applicant's qualifications. **Direct Deposit is a requirement.** Applications may be obtained at City Hall, 215 N. Broad Street, Monroe, GA 30655 or printed from the City website at www.monroega.com (under Government/Job Opportunities). A full job description is available at City Hall. A resume will not be accepted in lieu of a fully completed application, but may be attached. Completed job applications must be returned to/received by City Hall at the above address or by mail to City of Monroe, attn.: HR, PO Box 1249, Monroe, GA, 30655

The City of Monroe is an Equal Opportunity Employer and a Certified Drug-Free Work Place.

Per Georgia Code 34-9-414 be advised that the City of Monroe does pre-employment, reasonable suspicion, post-accident, post rehabilitation, and routine fitness-for-duty (random) drug testing.