

# BUILD A CITY. BUILD A FUTURE.



## Fire Prevention Officer

*As one of the fastest growing cities in Canada, the City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation.*

*City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward.  
**Build a City. Build a Future at the City of Surrey***

### Scope

The City of Surrey is a place of innovative transformation and accelerated growth where we serve our community to improve the quality of life for everyone.

We are looking for candidates who share our values of integrity, service, teamwork, innovation, and community and who are looking to provide a positive experience to our customers and stakeholders.

As part of a team that reports to the Chief of Fire Prevention, you will work a 4-day rotating work week or a 5-day work week and will be placed on a duty roster for the purposes of after hours call out. After hours call out and availability is a critical responsibility which is shared and rotates with other Fire Prevention Staff.

### Employment Status

Union – IAFF

### Responsibilities

Fire Prevention Staff are responsible for performing various duties that are identified by statute under the Fire Services Act. The successful applicant will oversee the administration and enforcement of applicable City, Provincial, and Federal, By-laws, Codes, Acts, Guidelines and Legislation.

Our ideal candidates will:

- Liaise with various stakeholders, such as: owners and operators of commercial establishments and city staff.
- Conduct fire investigations in coordination with Police, insurance, and other agency investigators.
- Perform fire and life safety inspections, compliance investigations and public education to raise awareness and build proactive strategies in addressing fire prevention issues.
- Deliver lesson material, as a subject matter expert, to Surrey Fire Services staff.
- Review development, building, and fire safety plans for compliance and acceptance.
- Communicate clearly and professionally both verbally and in writing.
- Be physically and mentally fit to perform the work.

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## Qualifications

- Grade 12 Diploma
- Valid BC Driver's license with a safe driving record
- NFPA 1001 Firefighter Certificate or equivalent
- NFPA 1031 Fire Inspector or equivalent
- NFPA 1031 Plans Examiner or equivalent
- NFPA 1033 Fire Investigator or equivalent
- Fire Protection Technician Certificate (ASTTBC) or an equivalent certificate
- BC Fire Code Certificate
- BC Building Code Course
- Fully vaccinated for COVID-19

## PREFERRED QUALIFICATIONS

- Demonstrated ability to read and understand architectural, civil mechanical and electrical drawings with an established competency achieved.
- Minimum one year experience in fire service public education and/or fire fighting
- Minimum Four (4) years of experience in a fire prevention role in relation to interpretation and application of the BC Fire Code.
- Able to be registered as a Local Assistant to the Fire Commissioner (LAFC)
- Strong computer, communications, report writing and administrative skills.
- Experience with BC Office of the Fire Commissioner compliance reporting.
- Understanding of the BC Fire Services Act relating to the responsibilities and liabilities of the LAFC and obligations of the City of Surrey.
- Diploma or degree in Fire Protection Engineering or equivalent.
- NFPA 1035 Fire & Life Safety Educator
- NFPA 1021 Fire Officer I & II certificate or equivalent
- Computer software experience with knowledge in use of:
  - FDM Records Management
  - Amanda
  - GIS/City Mapping Application
  - Microsoft Office Software Suite
- Building and construction inspection experience

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