

Officer, Fire Prevention - 1909

Position Title

Officer, Fire Prevention

Status of Position

Permanent Full Time



Position Description

Job posting closes: September 4, 2023 at 05:00 p.m. Yukon Standard Time

An Eligibility List may be established from this competition – the duration of the eligibility list may be up to 12 months. The eligibility list may be used to fill future **permanent full-time, permanent part-time, temporary full-time, temporary part-time, term or casual** vacancies within the same department and classification based on the organizational needs by going to the next highest ranked candidate until the eligibility list expires.

This position is part of the International Association of Fire Fighters (IAFF).

The City wishes to thank all applicants for their interest but only those candidates selected to advance in the recruitment will be contacted. Note that only those candidates eligible to legally work in Canada will be considered.

Officer, Fire Prevention

Job Code:050

Department: Fire

Job Summary:

Under the general direction of the Fire Chief, leads the investigation of fires to determine origin and cause. Researches, develops, implements and co-ordinates fire prevention and public education activities.

Duties and Responsibilities:

1. Inspect all types of public and private occupancies to ensure compliance with regulations. Identify hazardous activities/processes, investigate violations, fire protection equipment and recommend the appropriate action.
2. Investigate fires to determine origin and cause. Assist in gathering, preserving, documenting and processing of evidence.
3. Advise stakeholders of safe operating procedures and methods in eliminating fire hazards.
4. Prepare, deliver and oversee effective public education programs on fire prevention and safety to groups and to the general public as required.
5. Liaise and collaborate with other stakeholders on matters pertaining to fire prevention, investigations, education and public safety.
6. Perform unscheduled inspections in response to complaints concerning hazardous conditions.
7. Ensure, so far as reasonably practicable, compliance with Industry Standards and Best Practices.

8. Prepare and maintain all required records, reports, statistics, correspondence and other related material.
9. Act as Deputy Fire Chief or Fire Chief as assigned.
10. Other related duties.

This description contains elements necessary for identification and evaluation of the job. The incumbent may be required to perform other related duties.

Category

Community Service-Protection

Position Requirements**Working Conditions:**

Considerable work is performed under normal office conditions. Responds to emergency situations, many that occur outside of normal working hours. On-call duties is a requirement. Exposure to health hazards, smoke/fumes, chemicals, temperature and weather extremes during fire and other emergency situations.

Required Knowledge, Skill and Abilities:

- 5 years previous related experience including firefighting, fire inspection/investigation or an equivalent combination of education and progressively related work experience
- 6 months on the job training
- Fire Fighter Certification Level I and II
- Fire Prevention Officer Certification
- Fire Officer II
- Incident Command 300
- Incident Safety Officer
- Fire Investigation and Fire Inspection certificate
- Class 3 Driver's license & Air Brake Endorsement.
- Effective public relations and public speaking skills
- Proven note taking, report writing, interview skills and court experience
- Experience in reading, interpreting and applying legislation
- Proven leadership, organizational and prioritizing skills
- Work effectively independently or in a team environment

Additional certifications required include but not limited to:

Standard first aid, CPR level C and oxygen therapy; Defensive Driving & Hazard Avoidance; Wildland firefighting basics; HAZMAT, Aerial Ladder Operations, etc.

An equivalent combination of education, training and experience may be considered.

Examples of Equipment to Operate:

General Fire investigation tools, personal protection equipment and general office equipment including computer skills to operate software programs related to work processing, spreadsheet, electronic mail, etc.

Other Details:

Job seekers are required to create an online profile and submit their application electronically through the City's online Applicant system via www.whitehorse.ca/careers. Instructions on applications are provided at <https://www.whitehorse.ca/our-government/employment/how-to-apply/>. If you have any further questions regarding this posting, please contact the recruiter at HR@whitehorse.ca.

To apply for this position, you are required to submit your resume.

Various tests and/or exams may be administered as part of the recruiting process.

At the time this posting closes, candidates must have valid and current licenses/certifications/education that match the position requirements. Candidates who are selected to continue with the recruiting process will be required to provide proof of qualifications during their interview

Employment Contract

IAFF 2217

Range

\$58.60 - \$62.60

Hours Per Week

5 X 7 Hours

Guaranteed Minimum Hours

35

Start Date of Position

8/22/2023

End Date (Temporary and Term)

Number of Hires Needed

1