

BUILD A CITY. BUILD A FUTURE.



FIRE PREVENTION OFFICER

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; are committed to supporting equity, diversity and inclusivity in the workplace; and are looking to provide a positive experience to our customers and stakeholders.

As part of a team that reports to the Deputy Chief of Fire Prevention, you will work a four- or five-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.

RESPONSIBILITIES

Fire Prevention staff are responsible for performing various duties that are identified by statute under the Fire Safety 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 candidate 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 Service staff;
- Review development, building, and fire safety plans for compliance and acceptance;
- Communicate clearly and professionally both verbally and in writing; and
- Be physically and mentally fit to perform the work.

This Posting Closes on February 9, 2026

MINIMUM REQUIRED QUALIFICATIONS

- Legally entitled to work in Canada (Canadian Citizen or Permanent Resident.)
- Grade 12 Diploma
- Valid BC driver's license with a safe driving record
- NFPA 1001 Firefighter Certification or equivalent
- NFPA 1021 Fire Officer 1 Certificate or equivalent
- NFPA 1031 Fire Inspector or equivalent
- NFPA 1033 Fire Investigator or equivalent
- BC Fire Code certificate
- BC Building Code course (Part 3)
- Minimum of four (4) years experience in a fire prevention role in relation to interpretation and application of the BC Fire Code.
- Proven ability to review, read and interpret architectural, civil, mechanical, and electrical drawings as part of fire prevention plan review activities.
- Thorough understanding of the BC Fire Safety Act relating to the responsibilities and liabilities of a fire inspector and a fire investigator.
- Possess a strong proficiency in computer communications and administrative work.
- Possess report writing skills and Office of the Fire Commissioner compliance reporting experience.

PREFERRED QUALIFICATIONS

- Experience as a firefighter or fire service public education.
- Diploma or degree in Fire Protection Engineering or equivalent.
- NFPA 1035 Fire & Life Safety Educator
- NFPA 1021 Fire Officer 2 Certificate or equivalent
- Fire Protection Technician certificate (ASTTBC) or an equivalent certificate.
- 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.

OTHER INFORMATION

- Salary: \$165, 843 (2026 Rate)

INTEGRITY • SERVICE • TEAMWORK • INNOVATION • COMMUNITY

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