



NOW HIRING—MARION COUNTY FIRE DISTRICT NO. 1
DEPUTY FIRE MARSHAL
LATERAL/BILINGUAL CANDIDATES PREFERRED

Opening Date: 07/29/2022
Closing Date: 08/19/2022 at 12:00 PM
Assessment Process: August 29 & 30, 2022

Marion County Fire District No.1 is looking for an energetic and motivated individual who is excited to join our team as a Deputy Fire Marshal.

Pay Range: \$42.93-44.21 Hourly, DOE. Lateral candidates may be placed on the wage scale based on years of related experience.

Benefits: Health & dental insurance for employee and family, life insurance, vacation and sick leave as well as PERS/OPSRP retirement plan.

The Deputy Fire Marshal works under the general guidance and direction of the Fire Marshal and/or the supervising Chief Officer of Fire Prevention. Main duties developing, implementing and maintaining fire and life safety prevention programs, performing technical fire prevention inspection and enforcement tasks to ensure compliance with applicable codes. Provide code assistance in a customer service oriented manner.

KEY ATTRIBUTES

In addition to the established minimum qualifications stated below, our Ideal Candidate will have the following attributes:

- ◆ Motivated, self-directed problem solver with high standards for quality.
- ◆ Exceptional oral and written communication skills.
- ◆ Strong collaborator, ability to develop/maintain working relationships with stakeholders.
- ◆ Ability to work independently, on multiple projects and consistently maintain effectiveness.

EXPERIENCE AND TRAINING

1. High School Diploma or GED
2. Associate of Science Degree in Fire Science or Prevention
3. Three years' experience in fire prevention, public education, investigations and inspection
4. Possession of or ability to obtain a valid Oregon driver license
5. NFPA Firefighter I, Driver and HazMat Operations or equivalent
6. NFPA Fire Instructor I, or equivalent, within 12 months
7. NIMS IS-100, 200, 700, and 800
8. International Code Council (ICC) Plans Examiner & Fire Inspector 2
9. OSFM Fire & Life Safety Specialist 1 & 2.
10. Possession of, or ability to obtain, State International Fire Code cert. within 6 months.
11. Oregon or National Registry EMT at time of application.

APPLICATION PACKET CHECKLIST

1. Letter of Interest/Cover Letter that addresses requirements listed above.
2. Completed Application. Resume and cover letter will not take the place of the application.
3. Resume. *Make sure that resume clearly meets the requirements outlined above including dates of employment and comprehensive duties list.*
4. Certifications and Documentation. *Attach all applicable documentation supporting minimum or preferred qualifications.*
5. Submission of responses to supplemental questionnaire.

EVALUATION:

The evaluation process will consist of an application packet, supplemental questions evaluation, interview panel, and skills evaluation. Qualified candidates will be invited to the assessment center during the week of August 29th, 2022.

DEPUTY FIRE MARSHAL/CAPTAIN SUPPLEMENTAL QUESTIONS:

1. What describes your highest level of education and degree major/minor? Please include a copy of your degree or transcript.
2. Please indicate your relevant years of Fire Prevention/Code Enforcement/Investigation experience and in what capacities.
3. Please specifically explain how your prior work experience, education and knowledge, skills and abilities match the qualifications for this position.
4. Please list any certifications you hold that are related to Code Enforcement, Fire Suppression, Fire Prevention, Fire Investigation or any other related certifications.
5. Please list and describe any local, regional, state or national organizations you are a member in and/or an active member of and why these memberships are important.

All application materials must be received by 12:00pm August 19th, 2022.

Application materials may be sent in .pdf or .doc format to Fire Chief Kyle McMann at kylem@mcf1.com, or by hand delivery or mail to 300 Cordon Rd NE, Salem, OR 97317.

Questions regarding this position may be directed to Fire Chief Kyle McMann at kylem@mcf1.com, or by phone at 503-588-6535.

Submissions received after the closing date/time, or those which do not include all of the required application components will be rejected.