



Naperville

EXTERNAL

EMPLOYMENT OPPORTUNITY

Job Title: Fire Prevention Inspector (#4502)

Closing Date: Open Until Filled

Salary: Minimum of range: \$27.02/hour – Midpoint of range: \$34.13/hour

Job Type: Full-Time

Location: Fire Department - 1380 Aurora Ave.

Department: Fire Department

Job Description:

The City of Naperville’s Fire Department is seeking a full-time Fire Prevention Inspector to enforce the City’s fire prevention laws, ordinances and regulations and perform inspections and plan reviews for new and existing commercial occupancies. This is a civilian (non-sworn) that works Monday – Friday (8:00 a.m. – 5:00 p.m.), however some inspections may be required outside of normal work hours, and this position is subject to recall.

Responsibilities:

The Fire Prevention Inspector conducts annual fire safety inspections of commercial properties as well as in-field testing of fire protection systems, enforces adopted fire codes, and performs quality control checks on a variety of life safety and fire protection systems for compliance with plans and specifications. Other duties include reviewing building and life safety systems plans and drawings, annual liquor compliance checks, annual school inspections, maintaining daily records and reports of projects and communicating the status with supervisors and project engineers while also providing customer service to residents. The individual will need to be able to work alone, complete assigned projects by given deadlines and document results electronically in a timely manner. The individual will also act as a liaison between contractors and residents involving project conflicts, and will confer with architects, contractors, builders and the general public regarding fire code requirements and restrictions.

Qualifications:

To qualify for this position, candidates must have a minimum of three years of experience in fire inspection, fire alarm and sprinkler plan review, and code enforcement, as well as a valid State of Illinois Class D Driver’s license. The ideal candidate will possess the Illinois Fire Prevention Officer I certification or an equivalent such as ICC Fire Inspector I or NFPA Fire Inspector I and Illinois school inspector certification. An Associate’s degree in Fire Science or equivalent as well as experience using FIREHOUSE software is preferred.

Additional Information:

The City of Naperville, Illinois is a dynamic community of 148,000 residents, conveniently located 28 miles west of Chicago. Various publications have named Naperville as one of the best cities in the United States in which to live. The City has gained national recognition for our family-friendly environment, excellent schools and library system, low crime rate, and vibrant downtown area. It’s also a great place to work! Our municipal government employs over 900 dedicated individuals in a wide range of job categories and provides a dynamic & collaborative working environment, a forward-looking leadership team, and a competitive benefits package.

APPLY ON-LINE AT:

<http://www.naperville.il.us/careers/>

THE CITY OF NAPERVILLE IS AN E. O. E.

[CLICK HERE](#) for the City of Naperville’s EEOP Utilization Report

The City of Naperville complies with the Americans with Disabilities Act (ADA). Individuals needing accommodations in the recruitment process should notify Human Resources in advance at (630) 305-7066.