

**Village of Skokie, IL**  
**Fire Prevention Specialist (Inspector / Educator)**

The Village of Skokie is seeking qualified candidates for the position of full-time Fire Prevention Specialist (Inspector / Public Educator). Under general direction from the Fire Captain, the FPS Performs essential tasks related to Community Risk Reduction & facilitates the Fire Department Public Education program; Enforces adopted fire and life-safety codes; Inspects and reviews adequacy and effectiveness of fire protection equipment and systems in new and existing construction, ensuring life safety requirements are met; Inspects existing and new commercial development and construction for applicable code compliance and conducts final fire safety Certificate of Occupancy inspections; Conducts final fire prevention system tests for newly installed systems; Reviews architectural drawings for fire prevention system (alarm systems, sprinkler systems, etc.) installation and recommends necessary system upgrades; Conducts school and day care inspections on an annual basis; Creates and facilitates fire prevention and public education programs; Attends community events and presents educational programs to the citizens and businesses of Skokie, for all age groups; Assists with enhancements to all aspects of the Community Risk Reduction program.

National Fire Protection Association (NFPA) Fire Inspector Level 1 designation and/or ICC equivalent required; Extensive knowledge and understanding of the codes and ordinances pertaining to the National Fire Protection Association (NFPA), Life Safety Code, International Fire Code (IFC), International Building Code (IBC), other ICC codes, and the Village of Skokie. College-level coursework in fire protection and code enforcement preferred; Must hold current certification for the following, or be able to attain within 18 months of employment: Illinois Fire Inspectors Fire Prevention Officer, Fire & Life Safety Educator, and Youth Firesetter Interventionist; Certified OSFM School Inspector designation, or ability to attain within 12 months of employment; Excellent verbal and written communication skills; Must be able to speak, write, and understand the English language; Must be comfortable using all Microsoft Suite software applications as well as general office equipment; Ability to follow all Village of Skokie safety rules and regulations and Fire Department safety guidelines; Valid Driver's License required.

The salary range for this position is \$76,006 - \$97,005. The annualized starting salary range is \$76,006 - \$83,797 (DOQ). Generous benefits package includes BlueCross BlueShield medical insurance, Delta Dental dental insurance, life insurance; IMRF retirement pension plan; paid vacation days, sick days, personal days, and holidays in the first year; and 457(b) retirement savings plan. To learn more about the Village of Skokie and to see the full job description, please visit the Skokie Jobs page at [skokie.org](http://skokie.org).

To be considered for this position, please submit a Letter of Interest and resumé, including three professional references, by Monday, April 29, 2024 to: Village of Skokie Human Resources Office, 5127 Oakton St., Skokie, IL 60077, or email to [Human.Resources@skokie.org](mailto:Human.Resources@skokie.org). **EOE**