

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

FIRE PROTECTION SPECIALIST I

POSITION CODE: 15351

Effective: 3-1-91

DISTINGUISHING FEATURES OF WORK:

Under direction, applies paraprofessional fire protection knowledges in the review of plans and material specifications for the Office of the State Fire Marshal; reviews applications, plans, and specifications for installation of above ground petroleum, volatile liquid storage tanks, liquefied petroleum gas storage tanks, and self-service gasoline facilities.

This class of work differs from work performed by the Fire Protection Inspectors in the application of paraprofessional engineering knowledges required in the position. This class of work differs from the work performed by the Fire Protection Specialist II's in: 1) not requiring a baccalaureate degree in engineering, 2) supervision of subordinate personnel is not featured in this class, 3) fire protection needs advisement to other state agencies is limited to plan review, 4) testimony in court is limited to plan review, 5) representation of the Fire Marshal at appeal hearings is limited to plan review.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Reviews plans and specifications submitted by architects, contractors, and the general public for compliance with fire prevention and life safety codes; checks features such as the adequacy of exit facilities, height, type of construction, fire resistant qualities in materials and problems of specialized fire protective devices.
2. Reviews submitted plans and specifications for fire suppression and fire detection systems for compliance with applicable codes and standards.
3. Reviews submitted plans and applications for the installation of above ground petroleum and volatile liquid tanks, liquefied petroleum storage tanks, and attended and unattended self-service gasoline stations for compliance with state administrative codes.
4. Prepares plan review letters to notify owners, architects, local fire departments, and Office of State Fire Marshal Fire Prevention Inspectors of plan and application review results.
5. Interacts with fire prevention inspector supervisors and area administrators to offer guidance relating to plan review; when inspectors report deviations from the plan at the 50%, 90% and complete stage inspections, an interpretive letter is written to the contractor or submitter.

FIRE PROTECTION SPECIALIST I (Continued)

6. Represents the Fire Marshall in plan review hearings.
7. Conducts searches for applicable standards of construction, materials; advises where such materials may be used in new or existing construction.
8. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires knowledge, skill and mental development equivalent to the completion of two years of college with coursework in engineering or physical science.

Requires three years of experience performing fire protection plan preparation or review with a municipal fire department, another state agency or private industry.

Knowledges, Skills and Abilities

Requires the working knowledge of fire prevention laws, rules and regulations as defined in building and fire codes.

Requires working knowledge of engineering and physical science as applied to fire prevention designs and systems.

Requires working knowledge of fire hazards, fire prevention and protective methods.

Requires elementary knowledge of the principles of firefighting.

Requires working knowledge of building, electrical, and plumbing codes relative to fire prevention and safety.

Requires working knowledge of fire suppression systems including water, carbon dioxide and Halon.

Requires working knowledge of all pertinent fire prevention codes, as well as volatile oil storage/sale standards and codes.

Requires ability to make mathematical calculations.

Requires ability to analyze building plans for code compliance.

Requires ability to communicate effectively, both orally and in writing.

Requires ability to gain and maintain cooperative work relationships with the State and city officials, property owners and the general public.

Requires ability to analyze product specifications for compliance with fire and life safety codes.