

NORTH TAHOE FIRE PROTECTION DISTRICT

**P.O. Box 5879
222 Fairway Drive
Tahoe City, CA 96145
530.583.6913
Fax 530.583.6909
Michael S. Schwartz, Fire Chief**



Inspector – Employment Opportunity

POSITION: Inspector

POSTING DATE: February 26, 2020

FINAL FILING DATE: March 27, 2020 at 3:00 p.m. or until filled

The North Tahoe Fire Protection District is currently accepting applications for current and future job openings from qualified individuals for the position of Inspector. The eligibility list established from this recruitment will be used to fill current and future vacancies.

THE POSITION (Typical Duties and Responsibilities): Successful applicants shall provide the highest possible level of service as part of the Fire Prevention team. Under the direct supervision of the Fire Marshal, the Inspector performs a variety of tasks: Conduct Vacation Home Rental/Short Term Rental inspections for fire and life safety in El Dorado and Placer County; defensible space inspections and hazardous tree removal permits; Assist fire prevention staff with public education, community outreach, and Fire Prevention Week activities; assist fire prevention staff and the District Forest Fuels Coordinator with maintaining a database of PRC 4291 and Short Term Rental inspection activity; assist fire prevention staff and the District Forest Fuels Coordinator with the fuels reduction (chipping) program; assist fire prevention staff with Citizen's Emergency Information Team and Community Emergency Response Team programs relating to the WUI; greet and assist the public, answer phones, and other duties as assigned; follow District Standard Operating Procedures, Rules & Regulations, and comply with District Expectations; and performs other related duties.

The applicant must be able to lift objects frequently up to 10 pounds and occasionally up to 25 pounds. He or she must have the ability to communicate clearly and concisely, both orally and in writing; understand the community, organization and operations of the North Tahoe Fire Protection District; work cooperatively with citizens, community groups, business interests, other District employees, and federal, state and local agencies.

MINIMUM QUALIFICATIONS:

- Minimum of 18 years of age
- California or Nevada Class C Driver's License or equivalent
- High school diploma or equivalent
- Current CPR certification to the Health Care Provider Level

DESIRABLE QUALIFICATIONS:

- California State Fire Marshal Fire Inspector 1A: Duties and Administration
- California State Fire Marshal Fire Inspector 1B: Fire and Life Safety
- California State Fire Marshal Fire Inspector 1C: Field Inspection
- California State Fire Marshal Fire Inspector 1D: Field Inspection - California
- California State Fire Marshal Fire Inspector 1 Certification
- California State Fire Marshal Fire Inspector 2A: Fire Prevention Administration
- California State Fire Marshal Fire Inspector 2B: Fire and Life Safety Requirement

APPLICATION PROCEDURE:

Interested candidates should forward a North Tahoe Fire Protection District Application, resume, and copies of all certificates/licenses and diplomas listed under Minimum Qualifications by one of the following methods to be considered for the testing process. (Faxed or emailed packets will not be accepted).

All required material must be received prior to 3:00 p.m., Monday, March 27, 2020. Postmarks, faxed, or emailed materials will not be accepted.

Mail:

North Tahoe Fire Protection District
Attn. Kelly McElravey
P.O. Box 5879
Tahoe City, CA 96145

-or-

Hand Deliver:

North Tahoe Fire Protection District
Attn. Kelly McElravey
222 Fairway Dr.
Tahoe City, CA 96145

EXAMINATION PROCESS SHALL INCLUDE:

- Written Exam
- Assessment Center

The tentative test date will be in early April.

PRE-EMPLOYMENT REQUIREMENTS: Applicants who are offered employment are subject to a Live Scan, background investigation, and a drug/alcohol screening. Employment is contingent upon passing the Live Scan, background investigation, and the drug/alcohol screening.

BENEFITS & SALARIES:

All salaries and benefits are per current Memorandum of Understanding (MOU) with IAFF Local 3729:

Typical pay and benefits for Inspector, effective January 2020	
Benefits	PAY
Annual Base Pay Inspector	\$53,539.20
Annual Uniform Allowance	\$750.00
*Medical Insurance premiums	Single - \$9288 / Family - \$26,388
*Dental Insurance premiums	Single - \$592 / Family - \$1,852
*Vision Insurance premiums	Single - \$92 / Family - \$256
*100% of Medical, Dental and Vision premiums paid for employee and all dependents	
All rates and details subject to Current MOU, and District Rules and Regulations.	

Additional Benefits:

- Public Employees Retirement System
- District paid medical, dental, and vision insurance for employee and family.
- District paid life and long-term disability insurance.
- Vacation accrual (Starts at 80/hrs. per year)
- Sick leave (12 days annually)
- 14 Paid Holidays
- Compensatory Time Off (CTO) (maximum accrual – 216 hours)
- Longevity increases: 5% increase after initial 10 years of service with the District and a percentage increase every 5 years thereafter for a maximum 21.55%.

ABOUT THE DISTRICT: The North Tahoe Fire Protection District protects an area of 31 square miles on the north and west shores of Lake Tahoe. This is a popular, year-round recreation area featuring a multitude of winter sports and all types of water activities, hiking, and biking throughout spring, summer, and fall. A large number of tourists are drawn to the area, which results in significant population changes on a seasonal basis.

The District operates 6 stations, with employees 60 full-time personnel, 1 part-time personnel and responds to over 2,000 alarms per year.

THE NORTH TAHOE FIRE PROTECTION DISTRICT HIRES ONLY UNITED STATES CITIZENS AND ALIENS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES OF AMERICA, IS AN EQUAL OPPORTUNITY EMPLOYER, AND COMPLIES WITH THE AMERICANS WITH DISABILITIES ACT.