

FIRE SAFETY ANALYSTDEFINITION

Under direction, performs professional plan review and related work in the application of fire engineering principles to problems of safeguarding life and property against loss from fire, explosions and related hazards.

ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO

Inspects building construction plans for complex and technologically advanced occupancies and industrial processes for compliance with local and State fire and life safety standards and regulations; recommends changes in building and fire codes to keep them current with new materials and methods of construction or rectify existing problems; pursues the legal enforcement of applicable codes and/or ordinances; consults with designers and others on optimum physical layouts to provide for safe operation of potentially hazardous processes, safe egress in case of fire, optimum use of fire resistant materials, fire protection systems to include fire alarms detection and extinguishing systems, apparatus and devices and hydrant and access; evaluates adequacy of existing and proposed fire protection systems; recommends changes in design, construction, installation of equipment, or code requirements based on analyses of present or potential fire and fire related panic, hazards; recommends installation of firefighting facilities and fire alarm, detection, and extinguishing systems. Applies basic chemistry and physics knowledge to effectively assess situations, as required. Prepares comprehensive technical reports on specific research projects and directs preparation of routine records and reports; participates in overall city planning of new development pertaining to fire life safety issues. Uses modern computer software programs such as Microsoft Office as necessary in the course of the job. May assist in planning of fire protection programs and the training of fire suppression and civilian specialists in technical inspection and performs other functions as assigned.

DISTINGUISHING FEATURES OF THE CLASS

This is a highly technical classification in the series of civilian (non-firefighting) fire safety classes. Work requires the application of specialized fire engineering, physics, chemistry and mathematics knowledge and methods. The Fire Safety Analyst differs from the lower classification of Fire Safety Specialist III in that, while the latter classification recognizes, evaluates and makes recommendations on choices of action, the Fire Safety Analyst, in addition to the above, must also interpret proposals, select alternatives and create policy.

RECOMMENDED MINIMUM QUALIFICATIONS

Successful completion of the probationary work test period with the City of Santa Ana in the classification of Fire Safety Specialist III. Education equivalent to graduation from a four-year college or university with specialization in fire protection engineering or closely related field and one year professional fire engineering experience in fire protection and building plan review or closely related field; or any equivalent combination of training and experience which provides the following knowledge, skills and abilities.

KNOWLEDGE, SKILLS AND ABILITIES

Extensive knowledge of: practices and procedures of technical fire inspection and plan check/fire engineering activities.

Thorough knowledge of: laws, ordinances and regulations of the City, State and special agencies regarding fire protection; water supply systems.

Knowledge of: building, electrical, plumbing and related codes; computer software programs such as Microsoft Word, Excel or PowerPoint.

Ability to: analyze data; recognize problems; make sound decisions and use resourcefulness and tact in resolving problems; express ideas clearly and concisely, both orally and in writing, to groups and to individuals; establish and maintain effective working relationships with subordinates, other City employees, representatives of cooperative agencies and the general public; check and review construction plans including calculated sprinkler systems; communicate effectively, both orally and in writing, with members of a diverse multicultural community.

Skill in: the use of engineering tools such as a scientific calculator, engineering and architectural scales; some skill in the use of modern computer software programs such as Microsoft Outlook, Word, Excel or PowerPoint.

SPECIAL REQUIREMENTS

Possession and retention of a valid California Class "C" Driver's License.

SPECIAL WORKING CONDITIONS

Willingness and ability to work any shift, including evenings, weekends, holidays, and rotating shifts, if necessary.

CHARACTERISTICS OF SUCCESSFUL PERFORMERS

The effective performer possesses considerable initiative and seasoned judgment in evaluating the fire potential in buildings and structures, and when enforcing local and State fire and life safety codes. The successful Fire Safety Analyst is able to analyze data and events, and make sound decisions under pressure based on this analysis. This individual can communicate effectively both orally and in writing, has outstanding interpersonal skills and works effectively with people of all ages and cultural/economic backgrounds.

Class title established per Council Resolution No. 81-58,
effective 4-6-81

Spec Updated: 4/97
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