

CITY OF SACRAMENTO



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CITY MANAGER'S OFFICE
RECEIVED
JUN 3 1981

DONNA L. GILES
DIRECTOR OF PERSONNEL

June 2, 1981

City Council
Sacramento, California

Honorable Members in Session

SUBJECT: NEW CLASSIFICATION SERIES:

1. Fire Investigator - I,II
2. Fire Prevention Technician - Trainee, I,II

APPROVED
BY THE CITY COUNCIL

JUN - 9 1981

OFFICE OF THE
CITY CLERK

SUMMARY

The Civil Service Board, in the meeting of May 19, 1981 approved the establishment of the subject classifications. The Fire Investigator will perform Fire Investigations including complete follow-through and identification of arson cases. Fire Prevention Technicians will perform inspections of buildings and facilities to assure conformance with City, State and Federal codes for Fire-Safety. Fire Investigators will be sworn officers. Fire Prevention Technicians will be non-sworn officers with authority limited to issuance of violation notices. The II levels in both series are supervisory classes.

BACKGROUND INFORMATION

Currently the functions of Fire Prevention Inspection and Fire Investigation (including arson) are combined in the existing Fire Prevention Inspector series. In keeping with current trends in municipal fire departments, the Sacramento Fire Department is proposing, in the 1981-82 budget, to separate these dissimilar functions into separate organizational units and classification series. This separation will improve effectiveness in both functional areas and provide for increased professionalism. It will also improve the department's ability to attract and retain sworn Firefighters in the Fire Prevention Division as Fire Investigators. Inspection work has not been attractive to Firefighters. Civilian employees will be trained to perform the inspection duties as Fire Prevention Technicians.

In anticipation of this reorganization the two new class series were developed and presented to the Civil Service Board. The Board gave full approval on May 19, 1981. The existing Fire Prevention Inspector I and II classes were frozen to further entry by separate Board action and the Board authorized their retention until all present incumbents are out of them, at which time they will be abolished.

BARGAINING UNIT

These new classes will be placed into the Local 522 I.A.F.F. Bargaining Unit.

FINANCIAL DATA

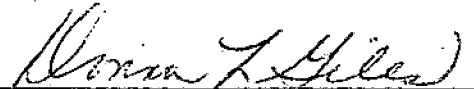
The recommended salary ranges in salary schedule IV and the alignments shown below have been agreed to by Local 522:

<u>Class Titles</u>	<u>Approximate Monthly Salary</u>	<u>Range</u>
Fire Prevention Technician Trainee (10% below F.P. Tech. I)	1215 - 1276	24
Fire Prevention Technician I (5% below F.F. without incentives)	1404 - 1709	25
Fire Prevention Technician II (Supv.) (10% above F.P. Tech. I)	1545 - 1881	26
Fire Investigator I (same as existing F.P. Insp. I)	1568 - 1910	7
Fire Investigator II (Supv.) (same as existing F.P. Insp. II)	1825 - 2222	17

RECOMMENDATIONS

It is recommended that the Council approve the attached resolutions placing the Fire Prevention Technician and Fire Investigator classifications into salary schedule IV at the ranges shown and placing them in the Local 522, I.A.F.F., Bargaining Unit.

Respectfully submitted,



Donna L. Giles
Director of Personnel

Recommendation Approved:



Walter J. Slipe
City Manager

DLG/WJM/pa

Attachments: Resolutions 80-415, 77-348
Class Specifications

RESOLUTION NO. 81-401

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

A RESOLUTION AMENDING RESOLUTION
NO. 77-348 ADOPTED JUNE 28, 1977
RELATING TO EMPLOYER-EMPLOYEE RELATIONS

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

SECTION 1.

Resolution No. 77-348, adopted June 28, 1977, is hereby amended
by adding the following classifications to the list of representation
units as shown on Exhibit "A", Item A:

5. FIRE DEPARTMENT UNIT

Fire Investigator I and II

Fire Prevention Technician Trainee,
I and II

MAYOR

ATTEST:

CITY CLERK

APPROVED
BY THE CITY COUNCIL

JUN - 9 1981

OFFICE OF THE
CITY CLERK

FIRE PREVENTION TECHNICIAN TRAINEE

DEFINITION:

Learns to perform Fire Prevention work, including inspections, complaint investigations and public information duties in a Non-sworn capacity.

DISTINGUISHING CHARACTERISTICS:

This is a Trainee-level class for the employment of persons with no prior training or experience in Fire Science, Suppression or Prevention. Trainees will be required to undergo a comprehensive training program designed to qualify them for advancement to Fire Prevention Technician I and a career in the Fire Prevention field.

SUPERVISION RECEIVED:

Works under the direct supervision of an experienced Fire Prevention Technician I or Technician II. Does not give direction to other employees.

EXAMPLES OF DUTIES:

Depending upon assignment, duties may include, but are not limited to, the following:

Learns to read, interpret and enforce Federal, State and Local Fire Prevention and Life-Safety Codes.

Learns to perform detailed, technical inspections of residential, commercial; hospital, school, and industrial facilities for compliance with codes.

Learns to investigate complaints or allegations of code violations and to instruct residents or owners on required corrections.

Learns to provide information to the public on Fire Prevention and Fire Safety measures.

Learns to prepare detailed, factual reports of inspections and investigations.

Learns to perform related duties.

QUALIFICATIONS:

Knowledge of:

No prior knowledge of Fire Science, Fire Suppression or Fire Prevention is required.

QUALIFICATIONS: (Continued)

Skills in:

Inter-personal relations; written communications; oral communications; common arithmetic involving addition, subtraction, multiplication, and division involving six digits, three decimal places, conversion of fractions to decimals and reverse, percentages.

Ability to:

Read, write, speak and understand English at the level required to learn Fire Prevention work.

Learn to perform the duties specified as well as related duties.

See normally 20/20 vision with corrective lenses.

Perceive all colors.

Stand, walk, sit, stoop, bend, lift, squat.

Climb ladders and stairs and work in high places.

Work in closely-confined spaces.

Work outside or inside in all weather conditions.

Experience and Education:

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Education:

High School Diploma or equivalent G.E.D. Certificate plus two years of college or equivalent gained through other training or experience. Trainees will be required to enroll in the Community College Fire Science Certificate Program and complete at least six units prior to advancement into the Inspector I classification. The six units must include two of the three following courses: Codes and Ordinances, Fire Prevention and Fire Protection Systems.

TRAINING TO BE GIVEN:

Trainees will undergo a mandatory program comprised of classroom, on-the-job, home-study and Community College training in Fire Science, Fire Prevention and Life-Safety Law, Investigative and Inspection Techniques, Public Relations, Report Writing, Record-Keeping, and related subjects. Failure to maintain a satisfactory level of academic and on-the-job training performance will result in dismissal. The training period will be twelve months. Fire Prevention Technician I status will be granted only after satisfactory completion of the Training Program.

Adopted:

Revised:

Title Change:

Abolished:

FIRE PREVENTION TECHNICIAN I

DEFINITION:

Performs inspections of buildings and facilities for compliance with Fire and Life-Safety Codes in a Non-sworn capacity.

DISTINGUISHING CHARACTERISTICS:

This is the journey-level class in Fire Prevention Technician series. Incumbents will be promoted from the Trainee level and would promote to the Technician II level. Positions at the II level are supervisory.

SUPERVISION RECEIVED AND EXERCISED:

Works under the direct supervision of a Fire Prevention Technician II. May give direction and on-the-job training to Fire Prevention Technician Trainees when so assigned.

EXAMPLES OF DUTIES:

Depending upon assignment, duties may include, but are not limited to, the following:

Inspects all kinds of private and public buildings for compliance with pertinent life-safety, building and fire-safety standards as mandated by Federal, State and City Codes. Issues violation notices and follows up as required to assure compliance.

Inspects high-rise buildings as above and further assures that all tenants are properly instructed as to: (1) Fire-Safety standards for that type of building and (2) Evacuation procedures and plans.

Inspects buildings under construction for compliance with building code sections which relate to Fire Prevention, Detection and Suppression. This involves built-in detection and suppression systems as well as materials and methods used in construction.

Inspects and tests fuel tank installations and removals for compliance with pertinent code sections.

Demonstrates types and uses of portable fire extinguishers to building tenants.

Lectures to groups on Fire-Safety, Evacuation, Fire Suppression with portable equipment, Use of Fire Alarms, Telephone and Citizen's Band Radio for reporting fires and other emergencies.

Receives and responds to telephone inquiries or complaints.

Prepares Inspection reports.

Prepares written correspondence to building owners or tenants regarding violations and required corrective actions.

EXAMPLES OF DUTIES: (Continued)

Maintains records of inspections for all buildings in assigned area and assures inspection schedules are carried out.
Other related work as required.

QUALIFICATIONS:

Knowledge of:

Federal, State and City codes pertaining to Fire-Safety, Life-Safety and Building Construction.

Hazardous materials and processes.

Basic Fire Science and Fire terminology.

Types and uses of portable fire extinguishers and fire behavior.

Fire alarm systems, emergency telephone and radio procedures.

Skills in:

Observation; use of camera; use of multi-meters, sniffers and other instruments; driving automobiles; public speaking, clear expression of ideas; planning and conducting group or individual instruction; telephone interviewing and courtesy; technical report and letter writing; operating all types of portable fire extinguishers; reading blue prints, construction plans and working drawings.

Ability to:

Read, write, speak and understand English at the level required to perform Fire Prevention Inspection work.

Relate to public with courtesy, tact and firmness.

Work under semi-hazardous conditions, in high places, closely confined areas and under extremes of weather.

Perceive all colors, hear, feel and perceive odors normally.

Climb ladders, stairs, stoop, bend, squat, lift.

See normally, 20/20 vision with corrective lenses.

Experience and Education:

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Same as for Trainee plus:

Experience:

At least one year as Fire Prevention Technician Trainee in Sacramento City Fire Department and

Education:

Satisfactory completion of City Fire Department Training Program for Fire Inspection and must be enrolled in the Fire Science Certificate

QUALIFICATIONS: (Continued)

program at time of appointment to the Inspector I class and have completed six units.

Adopted:

Revised:

Title Change:

Abolished:

Class Code:

FIRE PREVENTION TECHNICIAN II

DEFINITION:

Performs complex and special inspections of buildings and facilities for compliance with Fire and Life-Safety codes in a Non-sworn capacity.

DISTINGUISHING CHARACTERISTICS:

This is the first supervisory level class in Fire Prevention Inspection. Incumbents will be promoted from the Fire Inspector I level.

SUPERVISION RECEIVED AND EXERCISED:

Works under general direction of the Fire Marshal and supervises a group of Technicians I and Trainees.

EXAMPLES OF DUTIES:

Depending upon assignment, duties may include, but are not limited to, the following:

Performs all duties prescribed for Fire Prevention Technician I plus:

Performs the more difficult, complex or special inspections not within the capability of an Inspector I.

Supervises a group of Inspectors I and Trainees.

Plans and conducts training for Inspectors I and Trainees.

Plans, directs, controls and evaluates the work of assigned personnel.

Examines plans for new building construction to assure compliance in materials and methods, built-in Fire Prevention, Detection and Suppression systems.

Performs related work as required.

QUALIFICATIONS:

Knowledge of:

Same as for Technician I plus:

Advanced knowledge of Fire Science.

Supervisory principles, practices and methods.

Fire Department policies and procedures.

QUALIFICATIONS: (Continued)

Skills in:

Same as for Technician I plus:

Team leadership, supervision.

Ability to:

Same as for Technician I.

Experience and Education:

Any combination equivalent to experience or education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Same as for Technician I.

Experience:

At least two years of experience as Fire Prevention Technician I.

Education:

Completion of Certificate Program in Fire Science.

Adopted:

Revised:

Title Change:

Abolished:

Class Code:

QUALIFICATIONS:

Knowledge of:

Basic Fire Science; Fire Suppression methods; hazardous materials; and pertinent Federal, State and City codes.

Skills in:

Oral and written communications; report writing; driving vehicles; inter-personal relationships, and basic arithmetic.

Ability to:

Work in burning or burned buildings under hazardous conditions and extremes of temperature and weather.

Relate to the public with courtesy, tact and firmness.

Direct Firefighters in overhaul of material while conducting investigations.

Read, write, speak and understand English at a level necessary to perform Fire investigation.

Gain confidence of owners, tenants, witnesses and informants.

Coordinate with Police and Insurance Investigators.

Learn to perform the duties of Fire Investigator I.

Experience and Education:

Experience:

At least three years in Fire Suppression in the Sacramento Fire Department.

Education:

High School Diploma or G.E.D. equivalent. Possession of a Fire Science Certificate.

Adopted:

Revised:

Title Change:

Abolished:

Class Code:

FIRE INVESTIGATOR I

DEFINITION:

Performs Fire investigations in a Sworn capacity to determine origin and cause.

DISTINGUISHING CHARACTERISTICS:

This is the journey-level class in the Fire Investigator series. Entry is from the Firefighter or Apparatus Operator classes. Promotion is to Fire Investigator II which is the first supervisory level.

SUPERVISION RECEIVED AND EXERCISED:

Receives training and detailed direction from a Fire Investigator II. Does not give direction to other personnel of the unit except as they may be assigned to assist in particular cases.

EXAMPLES OF DUTIES:

Depending upon assignment, duties may include, but are not limited to, the following:

Responds to fires, conducts on-site investigations to determine points of origin and causes.

Interviews Firefighters, Officer-in-Command, tenants, witnesses, bystanders and known informants in gathering information as to origin, cause, time and possible suspects or material witnesses.

Takes necessary steps to preserve evidence at scene of fire. Directs orderly overhaul of material while observing and recording evidence.

Interviews building owners and tenants to determine occupancy at time of fire, key holders, last out before fire, etc.

Identifies, traces, arrests and interrogates suspects, alone or in cooperation with Police Department, depending upon current policy.

Prepares evidence for submission to District Attorney and assists as required in case preparation.

Gives testimony in court as the Arresting Officer and/or expert witness.

Prepares detailed technical reports of investigations.

Determines dollar losses in fires. Coordinates with insurance companies and cooperates with their investigators.

Performs other tasks as required.

FIRE INVESTIGATOR II

DEFINITION:

Performs difficult and complex Fire investigations in a Sworn capacity to determine origin and cause. Supervises lower level investigative staff.

DISTINGUISHING CHARACTERISTICS:

This is the first supervisory level class in the Fire Investigator series. Promotion is from Fire Investigator I.

SUPERVISION RECEIVED AND EXERCISED:

Works under general direction of the Fire Marshall and supervises a group of Investigators I.

EXAMPLES OF DUTIES:

Depending upon assignment, duties may include, but are not limited to, the following:

Performs all duties prescribed for Fire Investigator I plus:

Performs the more difficult, complex Fire investigations.
Supervises a group of Fire Investigators I.
Plans and conducts training in Fire investigation for new Fire Investigators at the I level.
Plans, directs, controls and evaluates and work of assigned personnel.
Performs related work as required.

QUALIFICATIONS:

Knowledge of:

Same as for Fire Investigator I plus:

Supervisory principles, practices and methods.

QUALIFICATIONS: (Continued)

Skills in:

Same as for Fire Investigator I plus:

Advanced level of skill in oral and written communications.
Leadership, team-building.
Fire Department policies and procedures.

Ability to:

Same as for Fire Investigator I.

Experience and Education:

Experience:

Two years of experience as a Fire Investigator I.

Education:

Same as for Fire Investigator I.

Adopted:

Revised:

Title Change:

Abolished:

Class Code:

RESOLUTION NO. 91-402

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

A RESOLUTION AMENDING RESOLUTION
NO. 80-415, DATED JUNE 27, 1980,
RELATING TO CLASSIFICATIONS,
COMPENSATION RATES AND SALARY RANGES

APPROVED
BY THE CITY COUNCIL

JUN - 9 1981

OFFICE OF THE
CITY CLERK

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

SECTION 1.

Effective immediately Section 1 of Resolution No. 80-415, adopted by the City Council on June 27, 1980, is hereby amended by adding the following classifications:

FIRE PREVENTION TECHNICIAN

<u>Code No.</u>	<u>Department & Class Title</u>	<u>Salary Schedule No.</u>	<u>Range No.</u>	<u>Approx. Monthly Salary Range</u>
05064	Fire Prevention Technician Trainee	IV	24	\$1215--\$1276
05065	Fire Prevention Technician I	IV	25	\$1404--\$1709
05066	Fire Prevention Technician II	IV	26	\$1545--\$1881

SECTION 2.

Effective immediately Section 1 of Resolution No. 80-415, adopted by the City Council on June 27, 1980, is hereby amended by adding the following classifications:

FIRE INVESTIGATOR

<u>Code No.</u>	<u>Department & Class Title</u>	<u>Salary Schedule No.</u>	<u>Range No.</u>	<u>Approx. Monthly Salary Range</u>
05067	Fire Investigator I	IV	7	\$1568--\$1910
05068	Fire Investigator II	IV	17	\$1825--\$2222

ATTEST:

MAYOR

CITY CLERK

FIRE PREVENTION TECHNICIAN TRAINEE

DEFINITION:

Learns to perform Fire Prevention work, including inspections, complaint investigations and public information duties in a Non-sworn capacity.

DISTINGUISHING CHARACTERISTICS:

This is a Trainee-level class for the employment of persons with no prior training or experience in Fire Science, Suppression or Prevention. Trainees will be required to undergo a comprehensive training program designed to qualify them for advancement to Fire Prevention Technician I and a career in the Fire Prevention field.

SUPERVISION RECEIVED:

Works under the direct supervision of an experienced Fire Prevention Technician I or Technician II. Does not give direction to other employees.

EXAMPLES OF DUTIES:

Depending upon assignment, duties may include, but are not limited to, the following:

Learns to read, interpret and enforce Federal, State and Local Fire Prevention and Life-Safety Codes.

Learns to perform detailed, technical inspections of residential, commercial, hospital, school, and industrial facilities for compliance with codes.

Learns to investigate complaints or allegations of code violations and to instruct residents or owners on required corrections.

Learns to provide information to the public on Fire Prevention and Fire Safety measures.

Learns to prepare detailed, factual reports of inspections and investigations.

Learns to perform related duties.

QUALIFICATIONS:

Knowledge of:

No prior knowledge of Fire Science, Fire Suppression or Fire Prevention is required.

QUALIFICATIONS: (Continued)Skills in:

Inter-personal relations; written communications; oral communications; common arithmetic involving addition, subtraction, multiplication, and division involving six digits, three decimal places, conversion of fractions to decimals and reverse, percentages.

Ability to:

Read, write, speak and understand English at the level required to learn Fire Prevention work.

Learn to perform the duties specified as well as related duties.

See normally 20/20 vision with corrective lenses.

Perceive all colors.

Stand, walk, sit, stoop, bend, lift, squat.

Climb ladders and stairs and work in high places.

Work in closely-confined spaces.

Work outside or inside in all weather conditions.

Experience and Education:

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Education:

High School Diploma or equivalent G.E.D. Certificate plus two years of college or equivalent gained through other training or experience. Trainees will be required to enroll in the Community College Fire Science Certificate Program and complete at least six units prior to advancement into the Inspector I classification. The six units must include two of the three following courses: Codes and Ordinances, Fire Prevention and Fire Protection Systems.

TRAINING TO BE GIVEN:

Trainees will undergo a mandatory program comprised of classroom, on-the-job, home-study and Community College training in Fire Science, Fire Prevention and Life-Safety Law, Investigative and Inspection Techniques, Public Relations, Report Writing, Record-Keeping, and related subjects. Failure to maintain a satisfactory level of academic and on-the-job training performance will result in dismissal. The training period will be eighteen months. Permanent status will be granted only after satisfactory completion of the first twelve months of the Training Program.

Adopted:

Revised:

Title Change:

Abolished:

Class Code:

FIRE PREVENTION TECHNICIAN I

DEFINITION:

Performs inspections of buildings and facilities for compliance with Fire and Life-Safety Codes in a Non-sworn capacity.

DISTINGUISHING CHARACTERISTICS:

This is the journey-level class in Fire Prevention Technician series. Incumbents will normally be promoted from the Trainee level and would promote to the Technician II level. Positions at the II level are supervisory.

SUPERVISION RECEIVED AND EXERCISED:

Works under the direct supervision of a Fire Prevention Technician II. May give direction and on-the-job training to Fire Prevention Technician Trainees when so assigned.

EXAMPLES OF DUTIES:

Depending upon assignment, duties may include, but are not limited to, the following:

Inspects all kinds of private and public buildings for compliance with pertinent life-safety, building and fire-safety standards as mandated by Federal, State and City Codes. Issues violation notices and follows up as required to assure compliance.

Inspects high-rise buildings as above and further assures that all tenants are properly instructed as to: (1) Fire-Safety standards for that type of building and (2) Evacuation procedures and plans.

Inspects buildings under construction for compliance with building code sections which relate to Fire Prevention, Detection and Suppression. This involves built-in detection and suppression systems as well as materials and methods used in construction.

Inspects and tests fuel tank installations and removals for compliance with pertinent code sections.

Demonstrates types and uses of portable fire extinguishers to building tenants.

Lectures to groups on Fire-Safety, Evacuation, Fire Suppression with portable equipment, Use of Fire Alarms, Telephone and Citizen's Band Radio for reporting fires and other emergencies.

Receives and responds to telephone inquiries or complaints.

Prepares Inspection reports.

Prepares written correspondence to building owners or tenants regarding violations and required corrective actions.

EXAMPLES OF DUTIES: (Continued)

Maintains records of inspections for all buildings in assigned area and assures inspection schedules are carried out.

Other related work as required.

QUALIFICATIONS:Knowledge of:

Federal, State and City codes pertaining to Fire-Safety, Life-Safety and Building Construction.

Hazardous materials and processes.

Basic Fire Science and Fire terminology.

Types and uses of portable fire extinguishers and fire behavior.

Fire alarm systems, emergency telephone and radio procedures.

Skills in:

Observation; use of camera; use of multi-meters, sniffers and other instruments; driving automobiles; public speaking, clear expression of ideas; planning and conducting group or individual instruction; telephone interviewing and courtesy; technical report and letter writing; operating all types of portable fire extinguishers; reading blue prints, construction plans and working drawings.

Ability to:

Read, write, speak and understand English at the level required to perform Fire Prevention Inspection work.

Relate to public with courtesy, tact and firmness.

Work under semi-hazardous conditions, in high places, closely confined areas and under extremes of weather.

Perceive all colors, hear, feel and perceive odors normally.

Climb ladders, stairs, stoop, bend, squat, lift.

See normally, 20/20 vision with corrective lenses.

Experience and Education:

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Same as for Trainee plus:

Experience:

At least one year as Fire Prevention Technician Trainee in Sacramento City Fire Department and

Education:

Satisfactory completion of City Fire Department Training Program for Fire Inspection and must be enrolled in the Fire Science Certificate

QUALIFICATIONS: (Continued)

program at time of appointment to the Inspector I class and have completed six units.

Adopted:

Revised:

Title Change:

Abolished:

Class Code:

FIRE PREVENTION TECHNICIAN II

DEFINITION:

Performs complex and special inspections of buildings and facilities for compliance with Fire and Life-Safety codes in a Non-sworn capacity.

DISTINGUISHING CHARACTERISTICS:

This is the first supervisory level class in Fire Prevention Inspection. Incumbents will normally be promoted from the Fire Inspector I level.

SUPERVISION RECEIVED AND EXERCISED:

Works under general direction of the Fire Marshal and supervises a group of Technicians I and Trainees.

EXAMPLES OF DUTIES:

Depending upon assignment, duties may include, but are not limited to, the following:

Performs all duties prescribed for Fire Prevention Technician I plus:

Performs the more difficult, complex or special inspections not within the capability of an Inspector I.

Supervises a group of Inspectors I and Trainees.

Plans and conducts training for Inspectors I and Trainees.

Plans, directs, controls and evaluates the work of assigned personnel.

Examines plans for new building construction to assure compliance in materials and methods, built-in Fire Prevention, Detection and Suppression systems.

Performs related work as required.

QUALIFICATIONS:

Knowledge of:

Same as for Technician I plus:

Advanced knowledge of Fire Science.

Supervisory principles, practices and methods.

Fire Department policies and procedures.

QUALIFICATIONS: (Continued)Skills in:

Same as for Technician I plus:

Team leadership, supervision.

Ability to:

Same as for Technician I.

Experience and Education:

Any combination equivalent to experience or education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Same as for Technician I.

Experience:

At least two years of experience as Fire Prevention Technician I.

Education:

Completion of Certificate Program in Fire Science.

Adopted:

Revised:

Title Change:

Abolished:

Class Code:

FIRE INVESTIGATOR I

DEFINITION:

Performs Fire investigations of basic difficulty in a Sworn capacity to determine origin and cause.

DISTINGUISHING CHARACTERISTICS:

This is the basic journey-level class in the Fire Investigator series. Entry is normally from the Firefighter or Apparatus Operator classes. Promotion is to Fire Investigator II which is the first supervisory level.

SUPERVISION RECEIVED AND EXERCISED:

Receives training and detailed direction from a Fire Investigator II. Does not give direction to other personnel of the unit except as they may be assigned to assist in particular cases.

EXAMPLES OF DUTIES:

Depending upon assignment, duties may include, but are not limited to, the following:

Responds to fires, conducts on-site investigations to determine points of origin and causes.

Interviews Firefighters, Officer-in-Command, tenants, witnesses, bystanders and known informants in gathering information as to origin, cause, time and possible suspects or material witnesses.

Takes necessary steps to preserve evidence at scene of fire. Directs orderly overhaul of material while observing and recording evidence.

Interviews building owners and tenants to determine occupancy at time of fire, key holders, last out before fire, etc.

Identifies, traces, arrests and interrogates suspects, alone or in cooperation with Police Department, depending upon current policy.

Prepares evidence for submission to District Attorney and assists as required in case preparation.

Gives testimony in court as the Arresting Officer and/or expert witness.

Prepares detailed technical reports of investigations.

Determines dollar losses in fires. Coordinates with insurance companies and cooperates with their investigators.

Performs other tasks as required.

QUALIFICATIONS:Knowledge of:

Basic Fire Science; Fire Suppression methods; hazardous materials; and pertinent Federal, State and City codes.

Skills in:

Oral and written communications; report writing; driving vehicles; inter-personal relationships; and basic arithmetic.

Ability to:

Work in burning or burned buildings under hazardous conditions and extremes of temperature and weather.

Work any shift - respond to fires.

Relate to the public with courtesy, tact and firmness.

Direct Firefighters in overhaul of material while conducting investigations.

Read, write, speak and understand English at a level necessary to perform Arson investigation.

Gain confidence of owners, tenants, witnesses and informants.

Coordinate with Police and Insurance Investigators.

Learn to perform the duties of Fire Investigator I.

Experience and Education:

Any combination equivalent to experience or education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

At least three years in Fire Suppression.

Education:

High School Diploma or G.E.D. equivalent and possession of a Fire Science Certificate.

Adopted:

Revised:

Title Change:

Abolished:

Class Code:

FIRE INVESTIGATOR II

DEFINITION:

Performs difficult and complex Fire investigations in a Sworn capacity to determine origin and cause. Supervises lower level investigative staff.

DISTINGUISHING CHARACTERISTICS:

This is the first supervisory level class in the Fire Investigator series. Promotion is from Fire Investigator I.

SUPERVISION RECEIVED AND EXERCISED:

Works under general direction of the Fire Marshall and supervises a group of Investigators I.

EXAMPLES OF DUTIES:

Depending upon assignment, duties may include, but are not limited to, the following:

Performs all duties prescribed for Fire Investigator I plus:

Performs the more difficult, complex Fire investigations.

Supervises a group of Fire Investigators I.

Plans and conducts training in Fire Investigation for new Fire Investigators at the I level.

Plans, directs, controls and evaluates the work of assigned personnel.

May perform photo processing work.

Performs related work as required.

QUALIFICATIONS:

Knowledge of:

Same as for Fire Investigator I plus:

Supervisory principles, practices and methods.

QUALIFICATIONS: (Continued)Skills in:

Same as for Fire Investigator I plus:

Advanced level of skill in oral and written communications.
Leadership, team-building.
Fire Department policies and procedures.

Ability to:

Same as for Fire Investigator I.

Experience and Education:

Any combination equivalent to experience or education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Two years of experience as a Fire Investigator I.

Education:

Same as for Fire Investigator I.

Adopted:

Revised:

Title Change:

Abolished:

Class Code:

PROOF OF PUBLICATION

(2015.5 CCP)

10-2-81

STATE OF CALIFORNIA

S.S.

County of Sacramento

I am the principal clerk of THE DAILY RECORDER, a newspaper of general circulation published in the City of Sacramento, County of Sacramento, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Sacramento, State of California, under date of May 2, 1913, Case Number 16,180 that the notice, of which the annexed is a printed copy (set in type not smaller than non-pareil) has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

5/22

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

L. Maggi

Signature

Date **May 22, 1981**

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P-9381

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CITY OF SACRAMENTO

MAY 29 8 34 AM '81

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PUB, P-9368, P-9381 (PO #60018)

**SACRAMENTO CITY COUNCIL
PUBLIC NOTICE**

Notice is hereby given that the Sacramento City Council is scheduled to consider the following project(s) on June 9, 1981, at 7:30 p.m., in the Council Chamber of City Hall, second floor, 915 I Street, Sacramento, CA. The Environmental Coordinator has determined that the project(s) will not have significant adverse impact on the environment and has prepared a Negative Declaration. A copy of the Negative Declaration(s) may be reviewed/obtained at the Sacramento City Planning Department, 725 J Street, Sacramento, CA 95814. Any appeal of the decision to prepare the Negative Declaration(s) must be filed with the Sacramento City Planning Department on or before June 8, 1981. The project(s) scheduled are:

P-9368 Various requests for property located at 810 Blaine Avenue

- a. Tentative Map to divide .53 acre into two parcels in the R-1 Single Family Zone
- b. Subdivision Modification to waive water services
- c. Subdivision Modification to waive standard subdivision improvements to Blaine Avenue.

P-9381 Various requests for property located at 2400 Manning Street

- a. Tentative Map to divide 1 more or less acre into two parcels in the M-1 Light Industrial Zone
- b. Subdivision Modification to waive street frontage improvements.

**SACRAMENTO CITY COUNCIL
BY: LORRAINE MAGANA
CITY CLERK**

AD. NO. 4458
0206-May 22, 1981