



## **CITY OF LEMON GROVE**

**Class Title: Public Education Specialist/Fire Prevention Inspector**  
**Department: FIRE DEPARTMENT**  
**(Part-time Temporary Employment)**

### THE POSITION

Under supervision of the Fire Prevention Bureau of the City of Lemon Grove Fire Department, performs a variety of specialized tasks. These tasks include, although not limited to, develop, organize, and present Fire Prevention and Safety classes to schools, businesses, City, and Civic groups. Develop and monitor additional Community Risk Reduction courses as needs are assessed. Assist with Business License and Fire Inspections as directed by the Fire Prevention Bureau.

### TYPICAL DUTIES

Performs Fire Safety and Prevention programs to groups aging from kindergarten to senior citizen. Demonstrations involve the use of multi-media equipment, lecture, and live technical materials (Fire Extinguishers, etc.). Conduct Business License Fire clearance inspections. Inspects local businesses, schools, City, and private properties for compliance with Local Codes and Ordinances. Maintains complete and accurate records of activities.

### QUALIFICATIONS

#### **TRAINING and EXPERIENCE**

Any combination of education, training, experience which clearly demonstrates possession of the knowledge and abilities necessary to perform the duties listed above.

#### **KNOWLEDGE, SKILLS, and ABILITIES**

The desirable candidate must possess the knowledge, skill, and ability to; develop, plan, and present public safety courses to all age groups within the City. The successful candidate will have excellent communication skills, both written and oral. The candidate will have the personal skills to interface with the general public, business leaders and employees, civic leaders and associates, City employees, and co-workers. The preferred candidate will be a team player and place the Department n front of all competing factors.

#### **SPECIAL REQUIREMENTS**

Possession of a valid Class "C" California driver's license, or the ability to obtain one. Applicant must maintain a satisfactory driving record. Completion of a minimum of 40 units of College level courses related to Community Risk Reduction. Applicant must have been a former employee of the Lemon Grove or San Miguel Fire Departments.

#### **SELECTION PROCEDURE**

The position will be appointed by the Fire Chief.  
Approved by Lemon Grove City Council: June 6, 2006