



State of New Mexico
Classification Description

STATE FIRE INSPECTOR & INVESTIGATOR

General Summary

Inspect buildings to detect fire hazards and enforce local ordinances and State laws. Investigate and gather facts to determine cause of fires and explosions.

State Fire Inspector

Jobcode: M20211

Pay Band: 65

FLSA Status: FLSA status may be determined to be different at the agency level based on the agency's utilization of the position.

Recommended Education and Experience for Full Performance

Bachelor's Degree in Fire Science from an accredited college or university and four (4) years of experience in the fire service to include Code Enforcement or fire investigations with additional experience in Flammable and Combustible Liquids Code (NFPA 30) and/or Automotive and Marine Service Station Code (NFPA30A).

Minimum Qualifications

Associates Degree in Fire Science from an accredited college or university and four (4) years of experience in the fire service to include Code Enforcement or Inspections. Any combination of education from an accredited college or university in Fire Science and/or direct experience in fire service totaling six (6) years may substitute for the required education and experience as it pertains to the essential duties and responsibilities of the classification.

Essential Duties and Responsibilities

- Inspects fire apparatus, fire stations and conducts audits to ensure compliance with standards and funding requirements from the New Mexico State Fire Protection Fund and ISO survey requirements.
- May work with local governments and citizens of communities from around the state for the establishment, certification and funding of new fire departments and stations.
- May work with developers and planners to check and approve plans for new buildings and to inspect buildings under construction; approve/disapprove plan specifications, drawings of buildings, structures, and fire suppression systems.
- Conduct inspections of current buildings, fire protection systems, structures and/or above ground storage units containing flammable or combustible liquids.
- Perform safety and code enforcement inspections in relation to Fireworks Licensing and Safety Act, Fire Safer Cigarette and Firefighter Protection.
- Conduct field training for fire investigators, fire inspectors, fire personnel and law enforcement personnel of applicable federal, state, and local law.
- May direct the operation of fire protection, fire prevention, and fire investigation programs.
- Coordinates training programs in-house and with contract training personnel.

State Fire Investigator

Jobcode: M20212

Pay Band: 70

FLSA Status: FLSA status may be determined to be different at the agency level based on the agency's utilization of the position.

Recommended Education and Experience for Full Performance

Bachelor's Degree in Fire Science from an accredited college or university and four (4) years of experience in the fire service to include Code Enforcement, fire investigations or law enforcement.

Minimum Qualifications

Associates' Degree in Fire Science from an accredited college or university and four (4) years of experience in the fire service to include Code Enforcement, fire investigations or law enforcement. Any combination of education from an accredited college or university in Fire Science and/or direct experience in fire service totaling six (6) years may substitute for the required educations and experience as it pertains to the essential duties and responsibilities of the classification.

Essential Duties and Responsibilities

- Employees conduct investigations statewide to determine origin and cause of fire.
- Participates in twenty-four hour, seven day a week on-call program which assists local, state, federal and tribal fire/law enforcement agencies with investigations including death.
- Works closely with local government, law enforcement, and fire officials in the collection and analysis of evidence, issue subpoenas to obtain records and other critical evidence, and conduct witness/suspect interviews.
- Serve as an expert witness in federal, state, and local courts testifying to origin and cause of fires.
- Conduct field training for fire investigators, fire inspectors, fire personnel and law enforcement personnel of applicable federal, state, and local law; prepare reports of investigations.
- Provide guidance to less experienced fire inspectors/investigators.
- Collects evidence, interviews witnesses, and prepares reports on fires in cases in which the cause may be arson, criminal negligence or accidental.
- May direct the operation of fire protection, fire prevention, and fire investigation programs.

Bargaining Unit:

Statutory Requirements:

Conditions of Employment:

Working Conditions: Working Conditions for individual positions in this classification will vary based on each agency's utilization, essential functions and the recruitment needs at the time a vacancy is posted. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

Established: 12/06/2019

Revised:

Note: Classification description subject to change. Please refer to the SPO website www.spo.state.nm.us to ensure this represents the most current copy of the description.