



Job posting preview

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Requisition ID	37620BR
ASU Job Title	Health + Safety Specialist
Job Title	Fire Safety Specialist
Campus/Location	Campus: Tempe
Job Family	Environmental Health/Safety
Department Name	EHS Construction Services
Full-Time/Part-Time	Full-Time
VP Code	EVP BUSINESS & FINANCE
Scope of Search	Open
Grant Funded Position	This is not a grant funded position and is not contingent on future grant funding.
Category	02
Salary Range	\$45,630 - \$63,000 per year; DOE
Close Date	14-December-2017
Job Description	<p>Under general supervision, coordinate and conduct fire and safety inspections, construction and operational permits, plans reviews, and life safety systems certifications for the university community, university fire marshal and state fire marshal for all university property to include research, laboratories, residential halls, businesses, assemblies, special events, etc., to ensure compliance with state fire code and other applicable codes/regulations. Manage database, records of all inspections, hazard evaluations, investigations and certification/acceptance testing of fire and life safety systems.</p>

Essential Duties

- Performs construction/renovation plans reviews and construction site inspections.
- Schedules fire and Life safety systems inspections and acceptance testing for construction sites with Architects, General Contractor, Subcontractors and University Project Managers.
- Schedules and conducts annual and follow-up fire inspections of university properties.
- Schedules and attends meetings and provides fire and safety consultations to the university community and contractors related to all types of inspections with construction, annual fire inspections and special events.
- Provides public education and presentations to the university community.
- Assists the university fire marshal with any code research, code enforcement, policy enforcement, administrative or university guidelines or specifications as directed.
- Assists with hazard evaluations and investigations.

- Writes and submits daily, monthly, quarterly, semi-annual and annual reports to include collaborative management of our sustainable data and files management system.
- Works with federal, state and local regulatory agencies as well as with other universities and national organizations.
- Responds to emergencies and assists with incident mitigation.
- Frequent travel operating an ASU motor vehicle from primary work location to various on-campus and off campus sites.

**Minimum
Qualifications**

Bachelor's degree in Safety or Industrial Engineering or related field AND two years of occupational safety experience; OR, Six years of occupational safety experience; OR, Any equivalent combination of experience and/or education from which comparable knowledge, skills and abilities have been achieved.

**Desired
Qualifications**

- Evidence of a current nationally recognized Fire Inspector II certification.
- Evidence of a current nationally recognized Plans Reviewer/Examiner certification.
- Experience working with commercial construction plan reviews, general contractors, project managers and subcontractors.
- Experience with fire code enforcement and fire prevention inspection and fire/life safety systems acceptance testing/certifying compliant with applicable fire codes and standards.
- Experience working with Architects, General Contractors, Project Managers, Subcontractors, Fire Marshals, and other regulatory agencies.
- Experience working with research professionals, professors of higher education operations.
- Experience in performing, facilitating and presenting fire and safety public education programs.
- Experience with 2010 or higher Microsoft Office applications (i.e., Word, Excel, Outlook, Access).
- Experience working independently and in a team structured environment.
- Evidence of being customer service oriented.
- Demonstrate knowledge of ICC, NFPA, OSHA and ANSI codes, regulations and standards.
- Evidence of effective verbal and written communication skills.
- Experience giving presentations and facilitating public educational activities
- Evidence of a driver's license.

**Working
Environment**

- Walk, and climb ladders, stairs, vaults, ceilings, crawl spaces, and other limited access areas to inspect and test fire and life safety installations
- Conduct investigations in all areas of all buildings and building systems (investigations may require special
- protective equipment use for hazardous materials exposure incidents).
- Carry a minimum of 50 pounds of fire extinguisher equipment from vehicle to site location.

**Department
Statement**

The ASU EH&S Department provides 24 hour on-call response to support the ASU Police Department in resolving emergency situations involving hazardous materials or life-safety issues. EH&S facilitates the development and implementation of policies and procedures for the ASU community to comply with regulatory mandates, including those of the Environmental Protection Agency (EPA), the Occupational Safety & Health Administration

(OSHA), the International Fire Code (IFC), the Centers for Disease Control (CDC), the Department of Homeland Security (DHS), and related regulations implemented by the state of Arizona, Maricopa County, and the various municipalities where ASU operates facilities. While it is the responsibility of each department chair, dean, or director to implement and enforce adherence to these policies and procedures, EH&S monitors the university's adherence to the requirements and reports the status of programs and implementation issues to ASU senior management as identified in the EH&S Management Policy. For more information about EH&S, see <https://cfo.asu.edu/ehs>.

ASU Statement

Arizona State University is a new model for American higher education, an unprecedented combination of academic excellence, entrepreneurial energy and broad access. This New American University is a single, unified institution comprising four differentiated campuses positively impacting the economic, social, cultural and environmental health of the communities it serves. Its research is inspired by real world application blurring the boundaries that traditionally separate academic disciplines. ASU serves more than 90,000 students in metropolitan Phoenix, Arizona, the nation's fifth largest city. ASU champions intellectual and cultural diversity, and welcomes students from all fifty states and more than one hundred nations across the globe.

ASU is a tobacco-free university. For details visit www.asu.edu/tobaccofree

AmeriCorps, Peace Corps, and other national service alumni are encouraged to apply.

Arizona State University is a VEVRAA Federal Contractor and an Equal Opportunity/Affirmative Action Employer. All qualified applicants will be considered without regard to race, color, sex, religion, national origin, disability, protected veteran status, or any other basis protected by law.

Employment Verification Statement

ASU conducts pre-employment screening which may include verification of work history, academic credentials, licenses, and certifications.

Background Check Statement

ASU conducts pre-employment screening for all positions which includes a criminal background check, verification of work history, academic credentials, licenses, and certifications. Employment is contingent upon successful passing of the background check.

Fingerprint Check Statement

This position is considered safety/security sensitive and will include a fingerprint check. Employment is contingent upon successful passing of the fingerprint check.

Instructions to Apply

Application deadline is 3:00PM Arizona time on the date indicated.

Please include all employment information in month/year format (e.g., 6/88 to 8/94), job title, job duties and name of employer for each position.

Resume should clearly illustrate how prior knowledge and experience meets the Minimum and Desired qualifications of this position.

ASU does not pay for travel expenses associated with interviews, unless otherwise indicated.

Only electronic applications are accepted for this position.

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