



PART-TIME FIRE INSPECTOR – POSITION ANNOUNCEMENT

The Village of La Grange Fire Department is seeking qualified applicants for the position of Fire Inspector, in a part-time capacity. The Fire Inspector plays a critical role in advancing the fire prevention objectives of the Department, working closely with the Fire Chief and Fire Prevention Bureau Captain to develop and implement a comprehensive inspection program and support fire prevention outreach and education.

The La Grange Fire Department is a fully career department staffed with 18 sworn personnel, assigned to three shifts on a 24/48 schedule. Working together with the other Fire Inspector, this position will preserve and improve fire safety at the Village's inspectable occupancies.

The ideal candidate will be knowledgeable in fire prevention codes, laws, and practices and skilled in customer service and project management. Under the direction from the Fire Prevention Bureau Captain and the Fire Chief, the Fire Inspector performs essential duties and responsibilities that include, but are not limited to, the following:

- Works with building inspectors to perform occupancy inspections associated with building permits and new business inspections. Works with Village inspectors to perform inspections for special events and events including fireworks, carnivals, holiday events, and more.
- Reviews building plans for location of fire protection systems and appropriate Fire Department access.
- Conducts regularly reoccurring inspections of commercial and multi-unit residential structures to detect and cause remedy of any fire and life safety hazards. Recommends proper corrective action and cites any code or ordinance violations as necessary.
- Responds to complaints concerning fire code violations and diligently works to resolve.
- Participates in community fire prevention programs. Lectures on various aspects of fire safety and programs.
- Assists in developing and presenting in-service programs for Fire Department personnel on various topics of fire prevention.

Qualified candidates must have a high school diploma or GED. The position requires a valid Illinois Driver's License, and Fire Inspector I or Fire Prevention Officer (OSFM). Fire Inspector II and/or Plan Review Certification preferred.

The pay rate for this position is \$31 +/- per hour DOQ, plus paid time off.

The Fire Inspector will be expected to work approximately 16 hours per week between the hours of 8:00 am to 4:00 pm. Occasional work outside of normal office hours may be required for special events. The specific schedule will be determined in consultation with the selected candidate.

Offer of employment is conditioned on successful completion of a physical exam, background check including reference checks, and drug/alcohol screening.

Position will be open until filled. Resumes will be reviewed as they are received. Qualified individuals interested in being considered for the position should email their resumes to: hr@lagrangeil.gov with **"Fire Inspector" in the subject field.**

For any questions during the application process, please contact Human Resources at hr@lagrangeil.gov or 708-579-2313.

The Village of La Grange is an Equal Opportunity Employer.