



The Town of Avon Announces the Recruitment for the
Following Position:
***FIRE MARSHAL & EMERGENCY
MANAGEMENT DIRECTOR***

Department: Fire Marshal

Reports to: Director of Planning and Community Development

Date Posted: February 9, 2021

Status: Full time 37.5 hours/week

Salary Range: Grade V: \$71,774- \$100,416

Closing Date: February 26, 2021

Benefits include Health Insurance, Life Insurance, Long Term Disability, 401 (a) Pension Plan, Paid Holidays, Vacation and Sick Leave.

To Apply For This Position: An Employment Application is available on the Job Opportunities page of the Town website www.avonct.gov. Applications may be emailed to HR@avonct.gov or mailed to: 60 West Main Street, Building #5, Avon, CT 06001. Applications must be received by the HR department by 4:00 pm on the closing date. Successful candidate must pass a written exam and/or interview, drug testing, and background check prior to employment. See the accompanying job description for additional information.

Summary: As Fire Marshal, plans, organizes and administers comprehensive fire inspections, investigations, prevention and education programs in accordance with the Connecticut General Statutes and CT Fire Safety Code. As Emergency Management Director, plans, organizes, administers and coordinates the Town's emergency management program in accordance with Federal, state and local laws, policies, procedures and regulations.

Examples of Duties: Perform inspections of buildings and facilities to ensure conformance of building structures and facilities with Connecticut Fire Safety Code and Connecticut Fire Prevention Code, General Statutes, and referenced National Standards. Investigates origin, cause and circumstance of all fires within the Town of Avon and prepares reports to State Fire Marshal. Issues permits for the use, transportation and storage of explosives. Certifies day care and medical centers for state licensing. Performs inspection and enforcement duties to assure code compliance for a variety of facilities and services. Participates in the development of near term and long range planning and strategies to meet Town fire prevention and fire safety objectives. Prepares annual budget recommendations. During emergencies assumes the overall responsibility for the operation of the Emergency Operations Center (EOC) and for advising the Town Manager on local government emergency operations. Maintains the Emergency Operations Plan, Annexes, and operating procedures (SOP's) to ensure compliance. Coordinates the use of resources during disaster responses. Maintains a continuous review of the warning system and warning procedures. Participates in professional fire-fighting organizations.

Qualifications: Certification as a Fire Marshal in accordance with Connecticut State Statutes. Must possess or obtain certification as an Open Burning Official. A minimum of an Associate's Degree in a public safety discipline (police, Fire, EMS) or related field plus five years of increasingly responsible experience required. Certification as a Fire Officer 2 desired. Ability to obtain certification as an Emergency Manager by International Association of Emergency Managers (IAEM), appropriate Incident Command System (ICS) training as well as appropriate Federal Emergency Management Agency (FEMA) courses in Emergency Management. A valid Driver's License is required.

Preferred: Prior experience in Emergency Management.