



COLFAX COUNTY

Job Posting

JOB TITLE	County Fire Marshall
Pay Status	FLSA Non-Exempt
Reports to	County Manager
Salary	\$31,145-\$42,046 depending on experience
Date Close	01/31/2019

POSITION SUMMARY:

Under general direction and guidance of the Colfax County Emergency Manager, perform all aspects of the Fire Marshall's Office, including education, enforcement, inspections, investigations and other related functions in support of all Colfax County Volunteer Fire Districts. Work in coordination with departments to provide for an "All Hazards" approach to Colfax County.

MINIMUM QUALIFICATIONS:

- Associates degree in Fire Technology/Science, Business Administration/Management or related field and (6) years' experience as a Fire Dept. Officer with (2) years' experience in a supervisory capacity, or a combination of (8) years post-secondary education and/or experience with (2) years' experience in a supervisory capacity.
- Should possess current knowledge of Fire Code Inspections, Incident Safety, Fire Investigation, Incident Information, Grant writing and Fire wise requirements.
- Should have a comprehensive knowledge of operating instructions, guidelines, manuals, policies, codes, ordinances resolutions, programs, rules, regulations, directives and laws pertaining to Colfax Emergency Services.
- Experience in dealing with volunteers is preferred.
- Should have a comprehensive knowledge of fire suppression, fire protection, fire behavior, chemistry, construction materials procedures, methods, equipment and acceptance tests
- Ability to plan and organize activities with Colfax Emergency Services.
- Ability to respond quickly and calmly under emergency situations.
- Must have good oral and written communication skills.

WORKING CONDITIONS:

- Employee works indoors as well as outdoors as the situation dictates.
- Employee may work with hazards, fire, chemical heat, high noise levels toxic fumes, smoke, water and dust
- Employee exposure to possible hazards: driving hazards, rescue attempts, difficult terrain, hazardous spills firefighting hazards.
- Employee works with a select team and may act in a supervisory role and supervise large groups.
- Employee may be required to work nights, weekends, and holidays.

SREENING AND COMPLIANCE:

- The offer of this Colfax County Position requires compliance with the following:
- Employee must successfully complete background check, and drug screening. Employee must be able to pass a physical agility test.
- Employee must have a valid New Mexico driver's license.

PLEASE SUBMIT RESUME TO COUNTY HUMAN RESOURCES DEPT. IF YOU ARE INTERSTED IN APPLYING FOR THE POSITON, DEADLINE IS 01/31/2019 BY 4:00 PM.

PO BOX 1498, RATON, NM 87740 OR EMAIL bsamora@co.colfax.nm.us OR VISIT OUR WEBSITE www.co.colfax.nm.us

COLFAX COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER