



JOB DESCRIPTION

Title: Fire Protection Engineer

Department:	PFA Technical Services, FPCRR Division
Salary Range:	\$96,600.00 - \$130,500.00 annually
Anticipated Hiring Range:	\$96,600.00 - \$113,600.00 annually
Benefits:	Health, Dental, Vision and Flexible Spending Accounts, 401(a) Defined Contribution Plan, available Roth and 457 Plans at employee cost
Opening Date:	07/03/2025
Closing Date:	07/24/2025 at 5pm MST
FLSA/Classification:	Exempt / Classified
Work Schedule:	Monday-Thursday 7:45am-5pm, Friday 7:45am-12:45pm On-site
Selection Process:	Review and Screening of On-Line Applications Review of Additional Documentation (If requested) Interview Background Investigation Drug Screen

SUMMARY: This position is responsible for technical and administrative work within the Technical Services Program. This position is responsible for performing technical plan reviews for fire protection and life safety systems to ensure compliance with currently adopted fire codes, standards, rules, regulations and policies. This position may review construction design documents for new and existing building. The position may conduct fire protection tests and inspections, may perform construction inspections, general fire safety inspections, various occupancy inspections, hydrant water flow calculations, and review of construction plans for code compliance. This position requires participation in other Fire Prevention and Community Risk Reduction Division (FPCRR) activities such as permitting and technical assistance to architects, engineers, contractors, and city and county personnel, conducting assessments and enforcement of fire and life safety regulations with the Authority, and provide training for FPCRR staff and professional organizations.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following duties and responsibilities are illustrative of the primary functions of this position and are not intended to be all inclusive:

- The Fire Protection Engineer applies a multi-disciplined engineering approach and knowledge of the International Fire and Building Codes in addition to NFPA, ASME, ANSI, UL standards to support research, technical inspections, legal proceedings, provide advice and direction to professional engineers, architects, contractors, and other members of the general public, evaluate and generate technical reports.
- Reviews and permits fire alarm, suppression, and mechanical aspects of system shop drawings and specifications for compliance with performance requirements of adopted codes and standards. This includes fire suppression, detection and alarm systems, ERCES, standpipe and smoke control systems, systems for high-piled storage, spray booths, hood and duct suppression, dust collection, conveyors, hazardous materials, fire pumps, water supplies, emergency and standby power systems, fuel tanks, alternative means and method reports and other engineered systems.
- Provides technical expertise and support to various divisions within the Authority related to the field of fire protection engineering and fire prevention. Provide training for FPCRR staff and other organizations.
- Provides written and verbal communications to developers, planners, architects, engineers, property owners, attorneys, and others in a competent and professional manner.
- Follows division and department policies and procedures when completing plan reviews and inspections. Conduct research of codes, standards, and alternative means to make decisions based on the interpretation.
- Prepares professional and accurate plan review comments and technical reports. Maintains plan reviews and inspection records, reports, and all other written communications in accordance with department policies, procedures, and recognized standards.
- Analyzes, evaluates, and recommends approval, modification, or denial of plans for fire protection and life safety systems in new and existing buildings utilizing the applicable specifications, standards, engineering principles, and codes.
- Issues order notices accurately and in accordance with the appropriate fire codes, regulations, and department guidelines.
- Represents the Authority at various meetings and public hearings.
- Assists in the development of amendments to the fire code and the development of policies and guidelines for the plan review and acceptance

requirements, including design guidelines for various Fire Protection systems.

- Participates in local and national professional organizations related to fire prevention and life safety. Attends seminars and trainings to advance fire protection knowledge through continuing education.
- Assists in the investigation of fires where possible structural, mechanical, electrical, fire alarm, fire extinguishing, or other fire safety system failures are suspected
- Performs other related duties as assigned

SUPERVISORY RESPONSIBILITIES

This position is not responsible for the supervision of other PFA employees.

MINIMUM QUALIFICATIONS

The requirements listed below are representative of the knowledge, skills, and abilities required to perform the necessary functions of this position.

Education:

- Bachelor's Degree from an accredited university in Fire Protection Engineering or Engineering Technology. Bachelor's Degree in related fields with major course work in science and engineering will be accepted with sufficient work experience and licensure specific to the field of fire protection.

Experience:

- 5 years of professional experience in fire protection and life safety evaluation, design, engineering, or installation.
- 2 years of progressive experience as a licensed Fire Protection Engineer in responsible charge of projects and full technical responsibility.
- 2 years of management experience of a team or program.

Equivalent combinations of education and experience may be considered.

Licensing/ Certifications:

- Valid Driver's License
- ICC certification as a Fire Inspector II (or equivalent)
- ICC certification as a Fire Plans Examiner (or equivalent)
- Current registration with the State of Colorado Division of Fire Prevention and Control Fire Inspector III - Plans Examiners or ability to obtain upon hiring.

- Registration as a Professional Engineer (PE) by the Colorado State Board of Registration for Professional Engineers obtained within 1 year of employment.
- NICET Level III or higher in a Fire Protection Systems program in any of the following highly desired:
 - Water-based systems layout
 - Fire alarm systems
 - Special hazards systems
 - Any inspections program

KNOWLEDGE, SKILLS, AND ABILITIES

- Ability to use current technology, code information, and equipment in completion of plan reviews and inspections.
- Thorough knowledge of the interdependent relationship between building codes, fire codes, and national standards and how these are applied by various jurisdictions.
- Thorough knowledge of water-based fire suppression systems and their inspection and testing processes. This includes but is not limited to sprinklers, standpipes, fire pumps, and water spray systems.
- Thorough knowledge of fire detection and notification systems, gas detection systems, energy storage systems, and smoke control systems.
- Thorough knowledge of general fire safety inspection procedures, concerns and International Fire Code requirements.
- Thorough knowledge of existing methods, policies, procedures, and proposed local and national model code modifications and the ability to recommend revisions or new methods, policies, and procedures.
- Ability to assist throughout the department on technical questions and issues related to fire protection and fire prevention.
- Knowledge of Hazardous Material regulations including but not limited to ignitable liquids, combustible dusts, and flammable gases.
- Maintain a working knowledge of all PFA adopted codes and standards.
- Excellent verbal and written communication skills and ability to function in a team environment.
- Excellent organizational skills and ability to manage multiple priorities.
- Knowledge of fire department functions and operations.
- Knowledge of graphics, database management, and computer systems applicable to fire services is preferred. Including the use of computer

programs such as Word, Excel, Outlook, and Electronic Plan Review programs.

- Excellent customer and co-worker relations skills.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the incumbent is regularly required to sit, stand, walk, talk, use hands, fingers, handle, feel or operate objects. Also includes balancing, stooping, kneeling, crouching, reaching, pushing, pulling, lifting, grasping, hearing, seeing. May require climbing, crawling, or moving in confined areas. The employee must frequently lift and/or move up to 20 pounds and occasionally lift and/or move up to 50 pounds.

Specific vision abilities required by this job include close and distance vision acuity, allowing a broad field of vision.

WORK ENVIRONMENT AND GENERAL INFORMATION

Most work is performed in a climate-controlled office environment. The Fire Protection Engineer may occasionally work on construction sites, and on uneven terrain in all types of weather conditions. The duties listed are intended only as illustrations of the various types of work that may be performed and are in no way construed or perceived to be exhaustive.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Note: Some information in your application may be public information under the Colorado Open Records Act. If you have questions, please contact HR@poudre-fire.org.

YOUR APPLICATION (WITH ATTACHED RESUME) MUST BE SUBMITTED AT

<https://www.poudre-fire.org/joining-pfa/civilian-job-postings> **TO BE CONSIDERED.**

THE POUFRE FIRE AUTHORITY IS AN EQUAL OPPORTUNITY EMPLOYER.

This description does not constitute an employment agreement between PFA and the employee and is subject to change by PFA at any time.