

## FIRE INVESTIGATOR

129-A

DISTINGUISHING FEATURES OF THE CLASS: This position exists in the Sullivan County Division of Public Safety, Bureau of Fire and involves responsibility for serving as a member of the Sullivan County Fire Investigation Team (FIT) to provide fire and law enforcement officials with assistance in determination of origin and cause of fire and explosions. The work requires close attention to detail since errors in judgment might result in incorrect liability or arrest. Work is performed under general direction of the County Fire Coordinator or designee with leeway allowed for exercise of independent judgment in planning and carrying out the details of the work. Supervision over the work of other employees is not normally a responsibility of an employee in this class. Incumbent does related work as required.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Responds to fires to assist fire departments and /or law enforcement to determine the origin and causes;

Investigates fire scenes, as directed, to determine the origin and cause of fires;

Provides officials with assistant to determine cause of fire/explosions;

Conducts interviews of witnesses;

Documents fire scenes by the taking photos and making sketches of the scenes;

Uses a variety of equipment and techniques to investigate if accelerants or explosive devices were used at fire or crime scene;

May operate radio-telephone equipment while on scene;

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Completes investigative reports for local fire departments and /or law enforcement agencies;

Attends Fire Investigation Team meetings as required;

Prepares for court hearings and testimony for criminal and/or civil court;

Testifies in court regarding the origin and cause of fires/explosions;

Keeps records and prepares reports of activities related to the work;

Attends training;

Performs other related duties.

### **FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARAC-**

**TERISTICS:** Good knowledge of Local and State fire prevention laws, codes and ordinances; Good knowledge of origin and cause of fires/explosions; Working knowledge of State and local building codes; good knowledge of geography of the County; ability to recognize fire accelerants and explosive devices; ability to investigate arson/explosion sites and determine cause; ability to draw accurate conclusions regarding origin and cause of fire/explosions; arson awareness; ability to use computer for data entry and utilizing software based tools for investigation; good people skills; ability to work within a chain of command; ability to deal diplomatically with the public; and ability to work with fire chiefs and line officers.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of an equivalency diploma and five years active membership in a fire department; five years as a police officer; or five years fulltime experience in a related profession involving the investigation of fires.

*SPECIAL REQUIREMENTS: Possess and maintain a valid driver's license. Must obtain NYS OFPC and Pro Board Fire Investigator Certification within two (2) years of appointment.*

*Note: five years active membership in a fire department can be unpaid.*

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Last Reviewed: 9/16/19  
Jurisdictional Class: pending  
Public Hearing:  
NYS Civil Service Commission Approval:

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