

**STATE FIRE MARSHAL**

**Nature of Work:** Within broad policy guidance from the State Fire Commission and under the specific provision of the West Virginia Code (§29-3-11), the State Fire Marshal has responsibility for the implementation of fire programs in the State designed to minimize fire hazards, results of disaster, and loss of life and property from fire, and implements provisions of §18-10F-3, Structural Barriers Compliance Board regulations. Performs related work as required.

**Examples of Work**

- Enforces the West Virginia Fire Code.
- Organizes, directs and maintains the Office of the State Fire Marshal, its personnel and material resources.
- Organizes, trains and maintains a technical staff for the conduct of the state fire safety inspection and arson suppression programs.
- Organizes and maintains a series of diverse programs for Fire Department certification, electrician certification, issuance of blasters' explosive handling permits, fireworks display control, certification of pyrotechnicians, and issuance of emergency vehicle permits.
- Develops and oversees the program for the collection and analysis of West Virginia fire loss statistics.
- Provides a technical review service for the review of plans for new and renovated structures for compliance with the fire code.
- Makes presentations to civic, educational, and industrial groups on fire safety and arson suppression.
- Provides fiscal and logistics agent services to the State Fire Commission.

**Knowledge, Skills and Abilities**

- Knowledge of fire safety principles.
- Knowledge of the principles of organization and management.
- Knowledge of the federal and state laws and regulations relating to fire safety, fire prevention and arson investigations.
- Knowledge of fire inspection procedures and techniques.
- Ability to plan and direct the work of others engaged in administrative work, arson investigation and fire safety code enforcement.
- Ability to engage in public speaking before large groups and to present ideas clearly, both orally and in writing.
- Ability to maintain cooperative relationships with other state agencies; local school boards and county commissions; business and professional groups; and with counterparts in other states.

8875

STATE FIRE MARSHAL (CONT'D)

**Minimum Qualifications**

**Training:** A Baccalaureate Degree from an accredited four year college or university and six years of full-time or part-time equivalent paid or volunteer experience in fire prevention or fire safety including two years in a supervisory capacity in fire prevention and fire safety.

Established: 8/19/93  
Effective: 4/1/94