



County of San Bernardino Assistant Fire Marshal - HMRT

SALARY	\$43.78 - \$57.07 Hourly \$7,588.53 - \$9,892.13 Monthly \$91,062.40 - \$118,705.60 Annually	LOCATION	San Bernardino, CA
JOB TYPE	Full-time	JOB NUMBER	23-46129-01
DEPARTMENT	Fire Department	OPENING DATE	10/21/2023
CLOSING DATE	11/3/2023 5:00 PM Pacific		

The Job



The **San Bernardino County Fire Protection District, Office of the Fire Marshal (OFM)**, is recruiting for **Assistant Fire Marshal - HMRT** to plan, supervise, and coordinate the activities of a group of Hazardous Materials Specialists engaged in a specific program objective for the Hazardous Materials Section assigned to the Hazardous Materials Response Team (HMRT).

An example of duties include:

- Responding to hazardous materials emergencies to include entering immediately dangerous to life and health (IDHL) environments when necessary;
- Conducting field investigations and hazardous waste audits;
- Preparing budget and position requirements, and working with administration concerning personnel and human resource issues;
- Evaluating individual staff performance including the initiation of disciplinary action where appropriate;
- Defining priorities, tracking activities, and measuring performance against individual, program, and section objectives;
- Performing enforcement activities such as developing enforcement cases, holding enforcement hearings, contacting respondents, and assessing and negotiating penalties, and coordinating with the District Attorney's Office, as needed;
- Developing and implementing recommendations for improved safety and effectiveness;
- Utilizing the data management system to assess personnel time management, analyzing budgetary and practical needs for efficient program implementation, and providing information to other agencies and the public;
- Making presentations to city councils, commissions, civic organizations, and to the general public.
- Participating and developing internal and external agency training, drills, and exercises.

For more detailed information, review the [Assistant Fire Marshal - HMRT](#) job specification.

The Assistant Fire Marshal – HMRT is a Safety position
and receives Safety retirement benefits.

Click [here \(Download PDF reader\)](#) for more information!



HEALTH BENEFITS	PAID TIME OFF	RETIREMENT PERKS
<ul style="list-style-type: none"> • Medical and Dental: <i>Family Coverage</i> • Vision: <i>Employee/Dependent Coverage</i> • Premium subsidies to offset health costs • Flexible Spending Account: Pre-tax account for qualified healthcare expenses 	<ul style="list-style-type: none"> • Up to 4 weeks accruable vacation with cash-out option • 11 days accruable sick leave • 15 paid holidays • Perfect Attendance Leave 	<ul style="list-style-type: none"> • Generous Pension • <i>Retirement Reciprocity may be available!</i> • 457(b) Deferred Compensation Plan w/ Match • Retirement Medical Trust Fund

DCAP Account - County Paid Life Insurance - AD&D Insurance
529 Savings Plan - Wellness Program
Commuter Services - Employee Discounts

CONDITIONS OF EMPLOYMENT

Availability: Assistant Fire Marshal – HMRT is a member of the Hazardous Materials Response Team and may be on standby for after hour's emergency response and perform other emergency response functions depending on specific assignment.

Health and Physical Condition: Persons seeking appointment to this class must meet the health and physical condition standards deemed necessary and proper for performance of the duties established by the San Bernardino County Fire District.

Registration: Must possess and maintain Registration as an Environmental Health Specialist issued by the State of California Department of Public Health (CDPH) throughout employment.

Travel: Travel throughout the County may be required. At the time of hire, a valid California Class C driver license and proof of automobile liability insurance must be produced for the individual providing the transportation.

Minimum Requirements

Certification: Must possess and maintain valid certification as a Hazardous Materials Specialist with the State of California Office of Emergency Services.

--- AND---

Registration: Must possess and maintain a valid certification as a Registered Environmental Health Specialist (REHS) with the State of California Department of Public Health. (CDPH).

---AND---

Experience: Must meet one of the options below:

Option A: Total of four (4) years' experience: Two (2) years of experience as an REHS in California; PLUS two (2) additional years' experience as an REHS and/or as a Hazardous Materials Specialists (or equivalent to OFM's HMS) in a Certified Unified Program Agency (CUPA) or Participating Agency (PA).

Option B: Total of three (3) years' experience, with possession of a Master's Degree in Hazardous Materials, Environmental Health, Public Health, Industrial Hygiene or directly related field: Two (2) years of experience as an REHS in California; PLUS one (1) additional year experience as an REHS and/or as a Hazardous Materials Specialist (or equivalent to OFM's HMS) in a Certified Unified Program Agency (CUPA) or Participating Agency (PA).

Desired Qualifications

The ideal candidate will have experience with administrative, civil, or criminal enforcement; and possess an ICC-UI certification. Knowledge of the California Environmental Reporting System (CERS) and Envision Connect and/or Accela computer programs is also highly desired.

Selection Process

There will be a **competitive evaluation** of qualifications based on the information provided in the Application and the Supplemental Questionnaire. You are encouraged to include detailed descriptions of your qualifying experience and skills, as only the most highly qualified applicants will be referred to the Department. Candidates who demonstrate exceptional qualifications will be referred to the appointing authority for a selection interview.

All communications regarding the recruitment process will be via e-mail. Applicants are encouraged to **check their e-mail frequently** to learn additional information regarding this recruitment. Check your GovernmentJobs account for notifications. Update your firewalls to allow e-mails from San Bernardino County through governmentjobs.com. Update your Spam, Junk, and Bulk settings to ensure it will not spam/block/filter communications from e-mail addresses with the following domain: "@hr.sbcounty.gov". Finally, be sure to keep your personal information updated. Taking these steps now will help ensure you receive all communications regarding this recruitment.

Application Procedure: To be considered for this excellent opportunity, please complete and submit the online employment application and supplemental questionnaire by the stated deadline. *Resumes will not be accepted in lieu of the application and/or supplemental questionnaire.*

To ensure timely and successful submission of your online application, please allow ample time to complete and submit your application before the posted filing deadline. Applicants will be automatically logged-out if they have not submitted the application and all required materials prior to the posted deadline. Once your application has been successfully submitted you will receive an onscreen confirmation and an email. We recommend that you save and/or print these for your records. *Please note: if you do not receive an onscreen confirmation and an email acknowledging our receipt of your application, we have not received your application.*

If you require **technical assistance**, please click [HERE](#) to review the Government Jobs [online application guide](#), or contact their Toll-Free Applicant Support line at (855) 524-5627. Please note that Human Resources is not responsible for any issues or delays caused by the internet connection, computer or browser used to submit the application.

EEO/ADA: San Bernardino County is an [Equal Employment Opportunity \(EEO\)](#) and Americans with Disabilities Act (ADA) compliant employer, committed to providing equal employment opportunity to all employees and applicants.

ADA Accommodation: If you have a disability and require accommodations in the testing process, submit the [Special Testing Accommodations Request Form](#) ([Download PDF reader](#)) within one week of a recruitment filing deadline.

Veterans' Preference: Eligible veterans and their spouse or widow(er) who are not current County employees may be awarded additional Veterans' Preference points. Click [here](#) ([Download PDF reader](#)) for information and instructions to request Veteran's Preference points.

[Please click HERE for important Applicant Information and the County Employment Process.](#)

Agency

County of San Bernardino

Address

175 West Fifth Street, 1st Floor

San Bernardino, California, 92415-0440

Phone

(909) 387-8304

TTY Users: 711

Website

<http://www.sbcounty.gov/jobs>

Assistant Fire Marshal - HMRT Supplemental Questionnaire

*QUESTION 1

Instructions: The information on this application and your responses to the following supplemental questions will be used in a **competitive evaluation** of qualifications. It is to your benefit to write detailed responses to each question in order to ensure qualifications are properly considered. *Experience listed in this questionnaire must be fully detailed in the work experience section of your application. Do not refer to resume.*

☐ I have read and understand the above statement.

*QUESTION 2

Do you possess a valid certification as a **Hazardous Materials Specialist** with the State of California Office of Emergency Services?

☐ Yes

☐ No

*QUESTION 3

Do you possess a valid certification as a **Registered Environmental Health Specialist (REHS)** with the State of California Department of Public Health. (CDPH)?

☐ Yes

☐ No

*QUESTION 4

Provide your REHS number and expiration date below.

*QUESTION 5

Do you possess a valid **ICC-UI** certification?

☐ Yes

☐ No

*QUESTION 6

Describe your experience as a member of an **emergency response agency**. Include a brief description of your duties and responsibilities. Ensure that this experience is detailed in your work history. If none, indicate "N/A".

***QUESTION 7**

Hazardous Materials Training: List any Hazardous Materials Training certificates you possess. If none, indicate "N/A".

***QUESTION 8**

Applicant Acknowledgement - Notification via email: As part of our efforts to increase efficiency and promote conservation of resources, human resources uses email to communicate with applicants. Therefore, all future communications regarding this recruitment, including applicant status and testing notifications, will be made via email. Each applicant needs their own email address. We strongly encourage you, as an applicant, to ensure that the email address you have provided us with your application is current, secure, confidential, and readily accessible to you. Adjust Spam and/or other filters so that our emails are accepted. Please carefully read any notices that we send you and follow any instructions provided in a timely manner. *We will not be responsible in any way if you do not receive our emails (i.e., for the non-delivery of our emails or if you fail to check your e-mail on a timely basis).*

☐ I acknowledge that I have read, understood, and agree to the above.

***QUESTION 9**

****ATTENTION GMAIL USERS****

We have become aware of an increase in Gmail's spam filter sensitivity. Due to this change, it is possible that emails coming from San Bernardino County Human Resources may be marked as spam and will not make it into your Gmail inbox. For your convenience, the attached PDF document contains a step-by-step guide to create and apply filters within Gmail. Click this link to [download the PDF file \(Download PDF reader\)](#). Once downloaded, follow the instructions so that you will receive future emails from San Bernardino County Human Resources.

Note: If you apply the filters and still do not receive emails from San Bernardino County Human Resources you can check your www.governmentjobs.com (Neogov) account inbox. All notifications will appear there.

☐ I understand

***QUESTION 10**

Applicant Acknowledgement - Application Complete: Thank you for taking the time to complete this application and supplemental questionnaire. Please be sure to review all information provided prior to submitting it as you cannot update or revise it once submitted. Your submitted application will be reviewed and evaluated as is. Please do not refer to a resume or other documentation in lieu of completing the employment history section or responding to the supplemental questions; they will not be reviewed or considered.

Once your application has been successfully submitted, you will receive an onscreen confirmation and an email confirmation will be sent to the email address listed on your application. We recommend that you save and/or print these for your records. *Please note: if you do not receive an onscreen confirmation and an email acknowledging our receipt of your application, we have not received your application.*

☐ I acknowledge that I have reviewed my application and understand that I will not be able to update or revise any part of it once submitted.

* Required Question