

THE CITY OF LOS ANGELES



CIVIL SERVICE COMMISSION

CLASS SPECIFICATION

9/11/92

**FIRE SPRINKLER INSPECTOR, 4240
SENIOR FIRE SPRINKLER INSPECTOR 4242**

Summary of Duties: A Fire Sprinkler Inspector inspects fire sprinkler and standpipe installations for conformance to provisions of pertinent laws and construction specifications. An employee in this class helps train other inspection employees as required and does other related work.

A Senior Fire Sprinkler Inspector assigns, reviews, and evaluates the work of Fire Sprinkler Inspectors who are doing the above work. An employee in this class uses sound supervisory principles and techniques to build and maintain an effective work force and satisfy affirmative action responsibilities. A Senior Fire Sprinkler Inspector personally inspects the more complex installations. A Senior Fire Sprinkler Inspector trains other inspection employees and does other related work.

Distinguishing Features: Employees in both classes inspect fire sprinkler and standpipe installations to make sure they conform with requirements in the Los Angeles City Building, Plumbing, and Fire Codes. A Fire Sprinkler Inspector makes field inspections within an assigned district of new, existing, and replacement fire sprinkler installations in residential, commercial, and industrial structures.

A Senior Fire Sprinkler Inspector supervises a group of district Fire Sprinkler Inspectors and makes field inspections with them when difficult enforcement or public relations problems arise. An employee in this class also makes field inspections of fire sprinkler installations in large construction or retrofit projects. A Senior Fire Sprinkler Inspector may plan and conduct an in-service training program.

As a bona fide supervisor, a Senior Fire Sprinkler Inspector is different from a lead worker because a Senior Fire Sprinkler Inspector performs the full range of supervisory activities. A Senior Fire Sprinkler Inspector disciplines employees, resolves grievances, and rates employee performance.

The Fire Sprinkler Inspector and Senior Fire Sprinkler Inspector classes are different from the Plumbing Inspector and Senior Plumbing Inspector classes. The first two classes specialize in fire sprinkler and standpipe installation inspections. Normally, they do not inspect other types of plumbing installations.

Examples of Duties:

A Fire Sprinkler Inspector

- Inspects fire sprinkler and standpipe installations to make sure they conform to provisions in the City Building, Plumbing, and Fire Codes and the construction specifications.
- Inspects sprinkler installations for items such as:
 - Use of approved materials.
 - Proper assembly and use of the correct pipe sizes and fittings for the projected fire hazard.
 - Adequate support of the piping throughout the installation.
 - Adequate sprinkler coverage for the projected fire hazard.
- Reviews permits to check that the correct fees are charged for each inspection.
- Maintains a file of permits for each job with clear and concise notes about each installation.
- Speaks with sprinkler fitters, building owners or representatives, engineers, and contractors to arrange for inspections and discuss findings.
- Advises owners and contractors on ways to provide sprinkler protection against specific hazards.
- Witnesses flow and flush testing of all standpipe systems.
- Pressure tests fire sprinkler installations to see that they are air and water tight.
- May meet with plan check engineers about the design of an installation.
- May help conduct fire pump performance tests.
- May help train other inspection employees as required.

A Senior Fire Sprinkler Inspector:

- Supervises a group of district Fire Sprinkler Inspectors.
- Inspects the more complex fire sprinkler installations in high rise buildings, over 150 feet high, such as:
 - Wet and dry standpipes and underground piping.
 - Fire pumps and jockey pumps.
 - Storage reservoirs.
- Inspects specialized fire sprinkler installations in areas such as industrial freezers and computer rooms.
- Oversees flow and flush testing of standpipe systems and flushing of underground piping in any structure over three stories in height.
- Conducts fire pump tests in complex installations that flow water throughout the sprinkler system.
- Gives employees equal employment/affirmative action information.
- Selects, orients, assigns, trains, evaluates, counsels, and disciplines employees using job-related criteria.
- Helps employees prepare for promotion as described in the City's Affirmative Action Program.

Both Classes: May be occasionally assigned other duties for training purposes or to meet technological changes or emergencies.

Qualifications: Incumbents must have the following knowledges and abilities:

Knowledges of:	Fire Sprinkler Inspector	Senior Fire Sprinkler Inspector
The fire protection provisions of the Los Angeles City Plumbing Code.	Good	Good
Plumbing practices, principles, and materials and their application to residential and commercial fire sprinkler installations.	Good	Good
Safety principles and practice.	Good	Good
Principles of fire protection engineering as they apply to fire sprinkler installations.	Good	Good
Los Angeles City Fire Code as it relates to fire sprinkler installations.	Good	Good
Fire protection equipment used in high rise installations such as fire pumps, storage reservoirs, and wet and dry standpipes.	Working	Good
Specialized fire protection systems used in industrial freezers, computer room, and museums.	General	Good
Supervisory principles and practices including: planning, delegating, and controlling the work of employees.		Good
Techniques for counseling, disciplining, training, instructing, and motivating employees.		Good
Techniques for evaluating employee work performance.		Good
Procedures for handling grievances.		Good
Supervisory responsibility for EEO/AA as set forth in the City's Affirmative Action Program.		Good
Memoranda of understanding as they apply to employees.		Working
City personnel rules, policies, and procedures.		General

Ability to:

**Fire
Sprinkler
Inspector**

**Senior Fire
Sprinkler
Inspector**

Make routine inspections of fire sprinkler installations including fire pumps and standpipes for conformance to code, safety requirements, and contract specifications.

Conduct standpipe, fire pump, and sprinkler test.

Maintain routine records and make clear and concise reports.

Establish and maintain good relations with owners, fire sprinkler contractors and engineers, and others connected with fire sprinkler inspection work.

Obtain all pertinent facts in making field investigations of violations of fire protection laws and regulations.

Read and interpret plans and diagrams of fire sprinkler installations.

Plan and supervise the inspection of fire sprinkler installations.

Establish and maintain a work environment to enhance both employee morale and productivity.

Minimum Requirements:

Fire Sprinkler Inspector:

Four years of full-time paid experience as a journey-level fire sprinkler fitter installing fire sprinklers and standpipe systems in commercial facilities using the National Fire Protection Association standards.

OR

Four years of full-time paid experience as a fire sprinkler inspector having approval authority on commercial facility fire sprinkler and standpipe installations using the National Fire Protection Association standards.

Senior Fire Sprinkler Inspector:

Two years of full-time paid experience as a Fire Sprinkler Inspector for the City of Los Angeles.

License: Both classes: A valid California driver's license and a good driving record may be required.

Physical Requirements: A person in either class **must:**

- Be able to lift at least 15 pounds and sometimes over 25 pounds.
- Have back and leg coordination to stoop, kneel, bend, crouch, crawl, and climb ladders. -Be able to make overhead inspections.

Those with medical limitations may be able to perform the duties of some positions with reasonable accommodation. The decision to accommodate someone's limitations will be made on an individual basis and depends on the types of limitations, what the hiring department can reasonably do to accommodate them, and the specific qualifications for the job.

As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what all of the duties and responsibilities of any position shall be.