



# JOIN THE COUNTY OF LOS ANGELES FIRE DEPARTMENT PREVENTION DIVISION

The Fire Prevention Division engineering series is responsible for professional fire protection engineering work, reviewing and approving construction plans, and inspection of building sites for compliance with fire protection codes and regulations, etc.



**ENTRY LEVEL: FIRE PREVENTION ENGINEERING ASSISTANT I**

**SALARY RANGE: \$5,294 - \$6,756 MONTHLY**

## EXAMPLES OF DUTIES:

- Conducts plan reviews of moderately difficult building plans, such as, small public assemblages, B-2 occupancies, single family and multi-family residences for fire flow, hydrant location, access, and proper handling of fire hazardous materials.
- Checks building plans; identifies discrepancies in plans with applicable codes; provides recommendations for resolving discrepancies; conveys such information to project applicant.
- Acts as liaison for the Fire Department with building and safety offices or water companies, providing information pertaining to fire protection requirements.
- Assists higher-level fire prevention engineers on more complex assignments including preliminary review of plans, research of fire codes and on-site inspection of hydrant locations and structures.

## CAREER PATH:

- Fire Prevention Engineering Assistant II (\$7,365 - \$9,402 monthly)
- Fire Prevention Engineer (\$7,401, - \$9,974 monthly)
- Supervising Fire Prevention Engineering Assistant (\$7,776 - \$10,479 monthly)
- Head, Fire Prevention Engineer (\$8,709, - \$11,737 monthly)

**For more information about the Fire Prevention Engineering Assistant I position, please visit:**

[governmentjobs.com/careers/lacounty/classspecs](http://governmentjobs.com/careers/lacounty/classspecs)

(Search for "Fire Prevention Engineering Assistant I")

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## COUNTY OF LOS ANGELES FIRE DEPARTMENT

1320 N. Eastern Avenue, Los Angeles, CA 90063

✉ [Fire-Recruitment@fire.lacounty.gov](mailto:Fire-Recruitment@fire.lacounty.gov)

🌐 [fire.lacounty.gov](http://fire.lacounty.gov) ☎ (310) 419-2115

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# JOIN THE COUNTY OF LOS ANGELES FIRE DEPARTMENT FIRE PERMIT TECHNICIAN

The Fire Permit Technician performs review of simple fire alarm, fire sprinkler and building plans, including, but not limited to, single-family residences, minor interior tenant improvements, minor modifications to fire alarm systems, and modifications with less than 20 sprinkler heads, as well as permit applications, and a wide variety of public counter duties in a fire prevention office.



**ENTRY LEVEL:** Fire Permit Technician

**SALARY RANGE:** \$4,260.74 - \$5,742.10 MONTHLY

## EXAMPLES OF DUTIES

- Performs a review and interpretation of simple building plans, sprinkler systems and alarm systems, and specifications to determine accuracy, completeness and compliance with applicable codes, rules, and regulations.
- Advises and assists the public at the counter and by telephone on matters pertaining to applicable codes, construction plan requirements, Department regulations and other information that may be requested.
- Coordinates routing, filing, and logging of plans to appropriate sections and units.
- Performs data entry and review of information on a permit tracking system or other database systems.

- Computes charges for developer fees using standardized formula; receives fees, balances and records daily cash transactions.
- Locates and retrieve plans for staff and customers.
- Prepares logs, and files plans and subdivision maps.

## LICENSE:

A valid California Class C Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

For more information about the Fire Permit Technician position. Please visit:  
[www.governmentjobs.com/careers/lacounty/classspecs](http://www.governmentjobs.com/careers/lacounty/classspecs)  
(Search for "Fire Permit Technician")



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