

# Department of Labor and Industrial Relations

## Career Opportunity

### 89-Day Non-Civil Service Appointment

### State Fire Marshal

Recruitment number : NC25-03

\$57.70 hourly

Date of Issue: November 18, 2024

**LAST DAY TO FILE APPLICATIONS:** Continuous

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#### Recruitment Information

This posting is for the State of Hawaii, Department of Labor and Industrial Relations, The Office of the State Fire Marshal, Honolulu, Oahu. Under the policy and executive direction of the State Fire Council, the Office of the State Fire Marshal coordinates statewide fire protection efforts, proposes fire code amendments and oversees fire safety training and certification.

Hiring hourly rates will be based on availability of funds, the applicant's qualifications, and other relevant factors. Please apply immediately as this recruitment may close at any time.

**Duties and Responsibilities** include but are not limited to:

- A. Administrative Activities – Coordinates fire protection efforts between local and state agencies; works with the State Fire Council on matters relating to fire services in the State.
- B. Technical Responsibilities – Develops and enforces policies and procedures concerning fire safety; Monitors compliance with state and federal fire safety regulations.

#### Recommended Qualifications

##### A. Knowledge

Knowledge of fire safety, prevention, and control principles, including familiarity with federal and state fire codes and regulations; public safety communication and coordination practices; and public administration, particularly in the context of fire safety.

##### B. Skills/Abilities

Skills and abilities to perform inspections and prepare reports; provide leadership in the community; proficiently operate standard office software and equipment, including computers, fax machines, and scanners; communicate information in a succinct and organized manner; produce written information that is appropriate for the intended audience from government officials to the general public; express information to individuals and groups effectively, taking into account the audience and nature of the information; make sound, well-informed and objective decisions; identify problems; analyze problems logically and systematically; determine accuracy and relevance of information; use sound judgment to generate and evaluate alternatives and to make recommendations; deal effectively with others; establish and maintain effective working relationships with others; treat others with courtesy and tact; plan, assign, direct, and evaluate the work of others; provide counseling and discipline as necessary; maintain professional appearance and demeanor; and maintain regular attendance.

##### C. Education

Graduation from an accredited four (4) year college or university with a bachelor's degree in Fire Science, Public Administration, or a related field.

Excess work experience as described below may be substituted on a year-for-year basis.

##### D. Experience

Five (5) years in a senior leadership role in fire marshal activities such as Fire Chief, Deputy Fire Marshal, or equivalent positions in medium to large fire organizations. Such experience should encompass fire prevention, fire code enforcement, fire education, and managing fire protection engineering services.

E. Required licenses and certificates

Driver's license, class 3.

**To apply:** **Email** the following items to [dlir.director@hawaii.gov](mailto:dlir.director@hawaii.gov)

- [Application](#)
- **Resume**

**Notice of "At Will" Employment**

The position is exempt from civil service and temporary in nature. Therefore, if appointed to the position, your employment will be considered to be "at will", which means that you may be discharged from your employment at the prerogative of the department head or designee at any time.

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