

Department of Labor and Industrial Relations

Career Opportunity

Non-Civil Service/Exempt Position

State Fire Marshal

Recruitment number: NC25-03

Date of Issue: November 15, 2024

LAST DAY TO FILE APPLICATIONS: Continuous

Recruitment Information

This posting is for the State of Hawaii, Department of Labor and Industrial Relations, Office of the State Fire Marshal, Honolulu, Oahu.

Under the executive direction of the Director, with policy guidance from 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.

Duties Summary:

The primary purpose of this position is to supervise the Office of the State Fire Marshal including overseeing the state's fire safety protocols; implementing fire safety, prevention, and control measures; and collaborating with local agencies and the State Fire Council.

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

Salary: Commensurate with qualifications and experience

Work Schedule : Full-time

Work Location : Downtown, Honolulu, Oahu

To apply: Email the following items to dlir.director@hawaii.gov

- **Application** All fields on application must be filled in and signed. Incomplete applications will not be considered.
- **Resume**

If you have any questions regarding this non-civil service exempt position, please send an email to dlir.director@hawaii.gov

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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