

SNOHOMISH COUNTY JOB DESCRIPTION

FIRE INVESTIGATOR

Spec. No. 4029

BASIC FUNCTION

To conduct fire investigations in order to determine the origin and cause of the fires in Snohomish County and to assist in educating the community on fire safety and prevention, and to promote fire and life safety through compliance of County and state fire prevention codes and regulations.

STATEMENT OF ESSENTIAL JOB DUTIES

1. Responds to fire scenes and conducts on-site investigations of incendiary (arson) and accidental fires to determine the origin and cause using sound fire investigation principles and NFPA 921 Guidelines.
2. Conducts criminal follow-up investigations, interviews witnesses, firefighters and suspects, takes photographs, collects evidence, develops scene sketches and diagrams, conduct background checks; may be required to conduct surveillance and arrest suspects; provides backup to law enforcement officers as requested; serves and executes search warrants.
3. Prepares comprehensive detailed reports for owners, fire departments, other agencies and the Snohomish County Prosecutor's Office; provides expert testimony for both criminal and civil court cases.
4. Establishes and maintains confidential files and databases.
5. Provides fire prevention counseling/education to families of children involved in playing with fire; evaluates juveniles identified as being involved with fires; provides assistance as requested in delivering educational programs that are in cooperation with Snohomish County partners.
6. Conducts fire prevention inspections at commercial business, special events, retail fireworks stands and fireworks displays.
7. Trains fire department personnel in fire investigation techniques.
8. Provides backup to the Fire Marshal, as needed.

STATEMENT OF OTHER JOB DUTIES

9. Issues written and verbal warning of code violations.
10. Available to work varied shift assignments, including weekends and holidays.

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MINIMUM QUALIFICATIONS

Four (4) years of experience in fire service investigations; OR, Four (4) years of experience in law enforcement which includes either two (2) years of fire investigation work or two (2) years of law enforcement criminal investigations; OR, any equivalent combination of training and/or experience that provides the required knowledge and abilities. Must pass all job related tests.

SPECIAL REQUIREMENTS

A valid Washington State Driver's License is required for employment.

Candidates will be required to obtain or currently have the International Association of Arson Investigators (IAAI) certified fire investigator or equivalent certification within 12 months of employment and maintain certification. The requirement may be extended by the Fire Marshal.

Candidates must successfully pass a complete background investigation, criminal records check, fingerprinting, psychological evaluation and a polygraph examination as determined by the Snohomish County Sheriff's Office.

Ability to complete WA State Basic Law Enforcement Academy, Reserve Academy, or equivalency (timeframe to be determined upon hire).

Commissioned employees may be required to be armed at all times while on duty and will carry official identification when armed. Commissioned employees will need to qualify with firearms on a regular basis as required by the Snohomish County Sheriff's Office.

KNOWLEDGE AND ABILITIES

Knowledge of:

- basic fire science
- general fire scene safety practices
- National Fire Protection Association (NFPA) 921, Guide for Fire and Explosion Investigations
- National Fire Protection Association (NFPA) 1033, Standard for Professional Qualifications for Fire Investigators
- investigative methods and techniques
- job related state law, county ordinances, fire and building codes, standards and regulations
- fire suppression techniques and practices
- the donning and use of self-constrained breathing apparatus
- computer hardware and software applications
- use and care of firearms and law enforcement equipment
- making decisions under pressure utilizing good judgment
- customer service

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KNOWLEDGE AND ABILITIES (Continued)

Ability to:

- satisfactorily complete required law enforcement training sanctioned by Washington State Criminal Justice Training Commission's training academy
- communicate effectively, both orally and written
- learn and apply sound investigative techniques and procedures, enforce laws, codes, ordinances and regulations with firmness, tact and equity
- handle physical and emotional stress resulting from extraordinary work demands, long hours, dangerous situations and fire investigations with victim suffering, serious and/or fatal injuries
- independently identify and define related deficiencies or hazards and recommend effective remedial measure
- establish and maintain effective work relationships with superiors, peers, associates and the general public
- operate cameras and technical fire equipment
- organize work load and paperwork to set and meet priorities and time schedules

SUPERVISION

The employee reports to the Fire Marshal.

WORKING CONDITIONS

The work is performed both indoors and outdoors throughout Snohomish County in all types of weather at the scene of fires and other locations including hazardous materials scenes. The employee is required to work evenings, weekends and holidays as necessary.

Snohomish County is an Equal Employment Opportunity (EEO) employer.
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: June 1977

Revised: July 1990, February 1999, July 1999, May 2004, March 2005, March 2008, November 2017

EEO Category: 2 – Professionals

Pay Grade: 241 – Classified Pay Plan

Workers Comp: 1501 Hazardous