



POSTING NUMBER: HR25-0060

ISSUE DATE: 5/14/2025

TITLE: Inspector 1 Fire Safety

CLOSING DATE: 5/28/2025

DIVISION / OFFICE / UNIT: Fire Safety / Bureau of Code Enforcement, Inspections

LOCATION: 101 S Broad St, Trenton, NJ 08625-0809

SALARY RANGE: I19 \$55,789.63 - \$78,771.49

NUMBER OF POSITIONS: 6

OPEN TO: General Public and/or State Employees

DESCRIPTION OF MAJOR DUTIES:

Under general supervision of an Inspector 3, Fire Safety or other supervisory official within the Bureau of Code Enforcement, Division of Fire Safety, DCA, performs the field work involved in the enforcement of New Jersey Uniform Fire Safety Act, Code, and Regulations; does related work.

REQUIREMENTS

(APPLICANTS MUST MEET ALL REQUIREMENTS LISTED BELOW)

EDUCATION/EXPERIENCE: Four (4) years of experience in a field associated with the fire service or fire protection industry, such as fire inspector, fire protection system installations, fire protection subcode official, or fire prevention official.

NOTE: A Bachelor's degree from an accredited college or university in the field of fire science or related area may be substituted for the four (4) years of indicated experience.

NOTE: An Associate degree from an accredited college in the field of fire science or related area may be substituted for two (2) years of the indicated experience.

LICENSE: Applicant must possess a valid Fire Inspector certification issued by the Division of Fire Safety, Department of Community Affairs, to engage in the enforcement of the New Jersey Fire Codes.

NOTE: Applicants who possess the next level of certification as a Fire Official are considered to have met the above certification requirement.

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

- ☐ A promotable eligible exists within the unit scope
- ☐ A promotional list exists within the unit scope
- ☐ An open competitive list exists

Please submit a resume and any required documents (licenses, certification and/or transcripts) along with a letter of interest, including a phone number, by the closing date to:

Resumes may be mailed to:
New Jersey Department of Community Affairs
Office of Human Resources
HR25-0060
101 South Broad Street
PO Box 800
Trenton, New Jersey 08625

Or

Online application available at: <https://njdcaportal.dynamics365portals.us/dca-services/public-job-postings>

Interviews will be granted based on resume

NOTE: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the “New Jersey First Act,” all new public employees are required to obtain principal residence in the State of New Jersey within one (1) year of employment. **UNLESS OTHERWISE EXEMPTED FROM THE LAW.**

The New Jersey Department of Community Affairs is an Equal Opportunity Employer