

**CITY OF MOUNTAIN VIEW
CLASS SPECIFICATION**

Position Title: Hazardous Materials Inspector	Job Family: 3
General Classification: Professional	Job Grade: 30

Definition: To perform routine inspections of sites where hazardous materials are stored, with the purpose of enforcing local and State Hazardous Materials and Fire Codes and Ordinances. To inspect private businesses for compliance to applicable codes and ordinances, as well as preform administrative and technical tasks related to the inspection of hazardous materials.

Distinguishing Characteristics: This is a journey-level classification that reports to the Fire Marshal and receives lead supervision from the Senior Hazardous Materials Specialist. Incumbents work independently on routine assignment and may receive technical training or instruction from Hazardous Materials Specialists as complex or unusual situations arise.

Examples of Duties: Duties may include, but are not limited to, the following:

1. Understand and enforce applicable local and State Hazardous Materials Fire Codes and Ordinances to sites inspected, including, but not limited to, permitted food facilities, auto facilities, and machine shops.
2. Conduct field inspections of assigned facilities with hazardous materials and facility closures to monitor compliance with ordinances, policies, and procedures.
3. Review plans for new construction projects. Inspect new construction projects for compliance with applicable Hazardous Materials Fire Codes and Ordinances.
4. Review requests for permits; evaluate facilities for permit eligibility based upon applicable ordinances; and issue permits as appropriate.
5. Utilize, update, and maintain permit database and inspection files.
6. Monitor warnings and violations issued for correction.
7. Provide guidance on the proper storage, use, and/or disposal of hazardous materials.
8. Create and maintain updated records and reports related to inspections. Correspond through written and verbal communication with site managers, facility owners, and parties requesting permits.

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9. Conduct field inspection follow-ups based on complaints from the public, facility personnel, or the Suppression Division of the Fire Department. Issue warnings and citations and administer fines and penalties, as necessary, to obtain compliance with ordinances, policies, and procedures. Document incidents involving improper storage of hazardous materials.
10. Participate in, and provide input on, permit review and hazardous materials plan development processes.
11. Learn and participate in the inspection of underground storage of hazardous materials.
12. Respond to reported emergencies involving hazardous materials.
13. Perform other duties as assigned.

Minimum Qualifications:

Knowledge of: City of Mountain View hazardous materials, toxic gas, fire prevention, and stormwater pollution prevention ordinances and guidelines; common laboratory technology, sampling methods, and equipment; basic chemical and fire prevention principles; and monitoring techniques.

Ability to: Inspect a variety of industrial, commercial, and residential facilities and equipment of low to moderate risk; utilize knowledge to identify improper hazardous materials storage and provide guidance on safe practices; communicate effectively with those contacted in the course of work, including the public; produce clear and concise oral and written communication; perform calculations; interpret complex applicable technical codes, ordinances, and regulations; interpret and explain the hazardous materials, toxic gas and fire prevention ordinances.

Experience and Training Guidelines: A combination of relevant experience, education, and training that will satisfy the required minimum qualifications, knowledge, and abilities.

Education, experience, and knowledge in the area of local, State, or Federal codes and regulations dealing with hazardous materials and/or fire prevention to include possession of a bachelor's degree in biology, chemistry, fire science/fire technology, environmental science, or a related field, from an accredited college or university; and three years of recent, full-time experience conducting regulatory compliance inspections for fire/life safety, stormwater, or industrial wastewater requirements.

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Required Licenses or Certificates: Possession of a valid Class C California Driver's License.

Possession of, or ability to obtain within six months of appointment, the 40-hour Hazardous Waste Operations and Emergency Response (HAZWOPER) certification.

Completion of the California Peace Officers and Standard Training (PC832) within one year of appointment.

Possession of, or ability to complete within two years of appointment, California State Fire Inspector 1A (Introduction to the California Fire Code), 1B (Inspection of Fire Protection Systems and Special Hazards), 1C (Fire Protection Systems and Building Components), and 1D (Field Inspection California-Specific) certifications.

Working Conditions: Required to respond to emergency situations involving hazardous materials; may require strenuous physical effort; must be willing to work under adverse weather conditions and intermittent exposure to unpleasant environments; must be willing to endure exposure to unpredictable hazards.

Established: September 2022

Revised:

HRD/CLASS SPECS

Hazardous Materials Inspector