

**Fire Prevention Specialist (7146U) - 81173**  
**University of California, Berkeley**

Direct Link: <https://www.AcademicKeys.com/r?job=262524>

Downloaded On: Sep. 15, 2025 6:13pm

Posted Sep. 15, 2025, set to expire Jun. 30, 2026

**Job Title** Fire Prevention Specialist (7146U) - 81173  
**Department** Office of Environment, Health & Safety  
**Institution** University of California, Berkeley  
Berkeley, California

**Date Posted** Sep. 15, 2025

**Application Deadline** Open until filled  
**Position Start Date** Available immediately

**Job Categories** Professional Staff

**Academic Field(s)** Public Safety  
Facilities/Maintenance/Transportation

**Apply Online Here** <https://apptrkr.com/6569464>

**Apply By Email**

**Job Description**

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### About Berkeley

At the University of California, Berkeley, we are dedicated to fostering a community where everyone feels welcome and can thrive. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

As a world-leading institution, Berkeley is known for its academic and research excellence, public

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mission, diverse student body, and commitment to equity and social justice. Since our founding in 1868, we have driven innovation, creating global intellectual, economic and social value.

We are looking for applicants who reflect California's diversity and want to be part of an inclusive, equity-focused community that views education as a matter of social justice. Please consider whether your values align with our [Guiding Values and Principles](#), [Principles of Community](#), and [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and provide space for [supportive colleague communities via numerous employee resource groups](#) (staff organizations). Our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our full-time staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. Find out more about how you can [grow your career](#) at UC Berkeley.

### Departmental Overview

The Office of Environment, Health & Safety's (EH&S) mission is to provide guidance and services to the campus community that promote health, safety, and environmental stewardship.

EH&S is a highly dynamic, fast paced, committed organization focused on promoting workplace safety and environmental protection for the campus community. We are comprised of many scientific, technical, and administrative professionals, working in an evolving, learning, and sometimes challenging environment with a unified goal of supporting the University's mission of teaching, research and public service. EH&S strives to be an inclusive, service oriented, and operationally excellent organization and is seeking highly motivated individuals who want to learn, be creative, seek continuous competency development, and contribute to our mission.

For more information, visit <http://ehs.berkeley.edu>

### Position Summary

The Fire Prevention Specialist conducts regularly scheduled fire and life safety inspections of campus buildings for code compliance; and develops and provides required fire prevention and life safety training to the campus community, including campus-operated residential sites.

The incumbent must apply professional fire and life safety knowledge, federal, state and local laws and codes to address complex fire and life safety issues.

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### **Application Review Date**

The First Review Date for this job is: 09/26/2025. This position is open until filled.

### **Responsibilities**

Develops, implements, and monitors campus fire and life safety compliance program under California Code of Regulations Title 19 and Title 24, Parts 1-9.

Performs technical work related to fire and life safety:

- Provides guidance and acts as the technical resource to campus community members (including building Coordinators, department safety committees, and the Office of Emergency Management) on fire and life safety issues.
- Conducts regularly scheduled fire and life safety inspections of campus buildings for code compliance, noting imminent hazards and ensuring immediate correction.
- Prepares reports noting deficiencies.
- Conducts follow-up inspections on corrective actions in a timely manner; follows up on recommended corrective actions; and works closely with management to support change.
- For self-supporting campus departments, performs lead role in providing training, building inspections and follow-up activities.
- May serve as principal person in charge of KNOX box program for assigned buildings.
- Coordinates and acts as official witness to annual fire drills in all student residential housing; may serve as authorized fire marshal during drill.
- Assists in resolving recharge questions and issues associated with the program.
- Drives university vehicles to fulfill job requirements.

Within specific field maintains knowledge/expertise on existing/proposed changes in all regulations; interprets and applies relevant laws, regulations, codes and standards, including making recommendations for work environment changes based on interpretations and principles of professional practices. \*\*See "Governing Laws and Regulations" below.

Performs outreach and communication to campus community including faculty, staff, and students to promote code compliance and fire safety.

- Designs new and/or recommends improvements to existing processes and procedures.

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Provides construction plan review and inspection support.

- Documents deficiencies in construction plans and during inspections under the guidance of senior Fire Prevention Division staff.

Program responsibility for all campus special events, coordinating with campus departments, UCPD, and other campus officials to resolve issues. Responsible for monitoring compliance at these events and may serve as campus liaison with regulatory agencies.

- If necessary, attend events to monitor compliance and maintains accurate permitting records.
- May manage, update, and submit the Clery Act required "Annual Fire Safety Report."

Performs document tracking and control for FPD as builds, building records and inspection record files.

- Inspects, investigates incidents and complaints, and recommends corrective action as needed.
- Assists the Campus Fire Marshal during Fire Cause investigations.
- Organizes and works efficiently to maintain the targeted rechargeable hours within the fiscal year.

Develops and provides fire and life safety training for UC Berkeley departments, faculty, staff and students:

- Conducts fire and life safety awareness and fire prevention training.
- Leads training/education on fire and life safety program for UC Berkeley self-supporting departments, staff, and students.
- Makes presentations to local fire agencies regarding campus safety programs.

Staff Development:

- Works on professional committees and assignments, participates in professional training and attends relevant conferences, and/or is mentored or coached on a formal or informal basis.

As part of Urgent Response Support Program (URSP), serves as member of Fire Emergency Response Support Team (FERST), including afterhours requirement.

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- During assigned rotation, serve as primary contact for UC Police Department (UCPD) and other municipal emergency response units related to campus fire events.
- Respond to fire scenes, returning to campus if appropriate and required. Performs fire cause and origin investigations and limited arson investigation.
- Maintains incident log and prepares investigation report.
- Must be accessible by UCPD via telephone and readily available to respond on-scene to fire incidents (emergencies) during non-business hours.
- Must be within one hour of campus and may not engage in activity that will affect the ability to respond.
- Notify appropriate authorities OSFM Duty Chief, Campus Fire Marshal and/or EH&S Executive Director.

**Additional qualifications**

- Completion of SFM Fire Investigation 1A course within 6 months of hire, or equivalent experience.
- As requested or warranted, ability to properly wear N-95 dust mask respirators, for protection from soot and airborne combustion particulates.
- At the request of campus management (EH&S Director, VC Administration/Research, UCPD Chief, or designated alternate), serve in a designate role within the EH&S Emergency Support Function and be on call to the campus Emergency Operations Center in a campus designated disaster or campus hazardous material release/threatened release. Provide appropriate emergency response role based upon expertise and, where applicable, designated departmental role.

**Required Qualifications**

- Thorough knowledge/understanding of fire and life safety including related laws and regulations; and general knowledge/understanding of all EH&S fields.
- Demonstrated working knowledge of: California Code of Regulations, Title 19, and Title 24, Parts 1-9; National Fire Codes (published by the National Fire Protection Association); working knowledge of the Flammable and Combustible Liquids and Hazardous Materials Regulations in the California Fire Code.
- Thorough knowledge and skill in applying and interpreting applicable local, state, and federal regulations and related standards and guidelines.
- Thorough written, verbal, and interpersonal communication skills, including political acumen and skill to communicate effectively in a diverse environment.

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- Strong analytical and organizational skills to organize, prioritize and manage the successful completion of projects within time and budget constraints.
- Skill to appropriately use technology and relevant scientific equipment as required.
- Proven presentation and training skills to conduct classes to a variety of audiences.
- Basic computer skills to manipulate database information and work within a computer-networked environment.
- Must be able to perform required functions before 8am, after 5pm on workdays, or on weekends, as directed by the supervisor or as needed by the client.
- Bachelor's degree in science, engineering, architecture, engineering technology, architectural technology, or related field and/or equivalent experience/training.

**Preferred Qualifications**

- Professional certification.

**Salary & Benefits**

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted annual salary range that the University reasonably expects to pay for this position is \$82,800.00 - \$116,300.00, commensurate with experience.

- This is an exempt monthly-paid position.

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### **How to Apply**

- To apply, please submit your resume and cover letter.

### **Driving Required**

- Required to hold valid driver's license, have a driving record that is in accordance with local policies/procedures, and/or enroll in the California Employer Pull Notice Program.

### **Other Information**

- This is not a visa opportunity.
- Some nights and weekends, per business needs.
- This position is eligible for up to 40% remote work. Exact arrangements are determined in partnership with your supervisor to meet role responsibilities and department needs, and are subject to change.

### **Conviction History Background**

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

**SB 791 and AB 810 Misconduct Disclosure Requirement:** As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; received notice of any allegations or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of misconduct with a previous employer.

"Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual

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harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer. For reference, below are UC's policies addressing some forms of misconduct:

[UC Sexual Violence and Sexual Harassment Policy](#)

[UC Anti-Discrimination Policy](#)

[Abusive Conduct in the Workplace](#)

**Equal Employment Opportunity**

The University of California is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status, or other protected status under state or federal law.

**To apply, visit**

[https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS\\_HRAM\\_FL.HRS.CG\\_S](https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS.CG_S)

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**Contact Information**



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Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

N/A

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