
Fire Prevention Officer Resume

Job Objective

Pursuing a Fire Prevention Officer position in which my skills, special training and experience will positively impact the organization in meeting end goals.

Highlights of Qualifications:

- Solid working knowledge of fire protection and prevention theory and practices.
 - Familiar with basic building construction practices and materials
 - Extensive knowledge of fire prevention principles and procedures.
 - Ability to evaluate situations and make decisions.
 - Ability to give and receive verbal and written instructions.
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Professional Experience:

Fire Prevention Officer
Raytheon, Wataga, IL
August 2005 – Present

- Conducted inspections and tests of extinguishing systems.
- Studied commercial and industrial processes with chances of fire hazards in specified areas.
- Ensured fire protection setting is in compliance with applicable codes and standards.
- Interpreted various fire protection codes, standards and ordinances for the public.
- Recommended adequate fire protection systems for various residential and industrial units.
- Verified plans and specifications on special hazards operations, fire protection and extinguishing systems
- Enforced codes to ensure abatement of identified violations and hazards.
- Issued citations and notices of violations of applicable codes to violators.
- Provided general information regarding department policies, procedures and regulations

Fire Prevention Officer
Defense Logistics Agency, Wataga, IL
May 2000 – July 2005

- Planned, organized and coordinated fire fighting personnel and their operational procedures.
 - Acted as the primary fire cause and origin investigator for the services department.
 - Established policies and procedures to enforce the Uniform Fire Code and directives from the Fire Chief.
 - Interpreted and implemented Uniform Fire Code and Standards, State and City Codes.
 - Responded to inquiries from contractors, builders, architects, engineers, business owners, homeowners and the general public.
 - Enforced Uniform Fire Code, City's fire Code, State and National Fire policy.
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Education:

Bachelor's Degree in Emergency Management
Briar Cliff University, Sioux City, IA

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