

ARSON INVESTIGATOR

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this class is responsible for investigating fires to determine their origin and cause by examining and gathering physical evidence, securing samples of fire remains for further investigation and interviewing people having knowledge of the fire. Incumbents work directly with and assist Fire Departments and Police agencies to determine and investigate the cause of fires. Responsibilities include preparing for and testifying at court hearings concerning the origin and cause of fires. Incumbents are also responsible for preparing and maintaining reports covering all aspects of the investigation and may use this data to identify patterns and trends in fire ignition sources and related public safety concerns. Investigators are part-time and are compensated on an hourly basis. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Investigates fires to determine origin and cause by examining and gathering physical evidence, securing samples of fire remains, taking photographs, making sketches of the scenes and interviewing people having knowledge of the fire;

Performs physical examinations of the remains of fire, such as the presence of ignitable liquids, examining char and burn patterns and using his or her knowledge of factors affecting fire spread and heat characteristics of various materials;

Obtains samples of fire remains and delivers materials to Police agencies for evidence storage and possible laboratory analysis and testing;

Works directly with Fire Departments and Police agencies to determine and investigate the origin and cause of fires;

Prepares and testifies at court hearings concerning the origin and cause of fires;

Prepares and maintains reports covering all aspects of the origin and cause investigation, physical evidence and statements collected. May use this data to identify patterns and trends in fire ignition sources and related public safety concerns;

Interviews people who may have witnessed the fire for information that will assist in determining the origin and cause of the fire;

Assists insurance companies in cases involving fire incidents, if requested, by testifying to the evidence obtained in the investigation;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, email and database software in performing work assignments;

May perform other incidental tasks, as needed.

EXAMPLES OF WORK: (Illustrative Only) (Cont'd)

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Thorough knowledge of the procedures and techniques used in determining the origin of a fire and its possible cause; thorough knowledge of interpreting char and burn patterns and reaction of materials to fire and heat; thorough knowledge of the procedures and techniques of interviewing and taking statements; thorough knowledge of case preparation procedures and courtroom procedures associated with giving testimonies; skill in public speaking; ability to establish and maintain cordial and effective relationships with state, county, local officials, and all levels of the fire service and law enforcement; ability to effectively use computer applications such as spreadsheets, word processing, calendar, email and database software; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential functions of the position; tact; physical condition commensurate with the requirements of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Possession of a high school or equivalency diploma and possession of a current NYS Fire Investigation Certification granted by the NYS Office of Fire Prevention and Control.

SPECIAL REQUIREMENTS:

1. National Incident Management System (NIMS) certified in IS 700, ICS 100 and ICS 200
2. Possess and maintain a valid license to operate a motor vehicle in the State of New York, while in the title

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Department of Education as a post-secondary, degree-granting institution.

West. Co.
J.C.: Competitive
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Job Class Code: H0701
Job Group: Flat Rate