

HOW TO APPLY

Contact NFPA about this career opportunity.

NFPA - Human Resources
1 Batterymarch Park
Quincy, MA 02169-7471
Tel: +1 617 984-7290
Fax: +1 617 770-7055
E-mail: hr@nfpa.org

FIRE PROTECTION ENGINEER

I. FUNCTION

The Fire Protection Engineer contributes to a broad spectrum of fire protection engineering functions and develops technical responses to technical questions on NFPA codes and standards and related topics, acts as a staff liaison to various Technical Committees and interfaces with external organizations.

II. RESPONSIBILITIES

Subject to the general direction of the Division Manager of Fire Protection Systems Engineering the incumbent has the following responsibilities. As part of the Association's performance appraisal program, the incumbent will be evaluated on meeting specific objectives related to these responsibilities.

A. Technical Committees

1. Assists in the processing of Electric Generating Plants, gaseous extinguishing systems, communication equipment, health care standards, and other related codes and standards;
2. Assists and provides support to staff liaison responsible for NFPA 99 including assisting with ROP and ROC preparation agenda materials and meetings;
3. Assists in the preparation, editing, and production of documents, as assigned;
4. Coordinates with other staff with respect to references and criteria contained in other codes and standards.

B. Technical Services

1. Answer technical questions on NFPA codes and standards in the area of health care, gaseous extinguishing systems, electric generating equipment and related topics. Provide completed technical responses in a timely manner.

2. Researches fire record data; develops information on fires and other related hazards within assigned areas.
3. As experience level increases, instructs/presents sprinkler related programs at Association seminars and workshops.
4. Authors and edits materials to be included in the Association's publications.
5. Assist with the processing of documents in the standards making procedure, as needed.

C. Budgetary Criteria

1. Monitors and controls budget in a manner responsive to the Association's monthly financial reporting cycle; identifies changes, problems and discrepancies; reports changes, problems and discrepancies to the financial analysis group;
2. Maintains or improves budgeted levels of expenses;
3. As part of an Association-wide effort identifies cost savings and profit improvements by recommending improved ways of product design, production, sale and distribution, as well as efficiencies in management and administration.

D. Other Duties

1. Perform other duties as assigned.

III. Relationships

1. Reports to the Division Manager for Fire Protection Systems Engineering.

Grade 25

REQUIREMENTS

This position describes a Fire Protection Engineer, Grade 25. Candidates must have the following credentials:

1. Graduate of a four year ABET accredited engineering program in an engineering discipline is required. Focus of the candidates' studies must include fire protection engineering. Fundamental knowledge of building construction concepts a plus.
2. Must be within one year of designation as Engineer in Training (EIT). Knowledge of life safety and building code criteria and knowledge of the SFPE Handbook of Fire Protection Engineering are considered an advantage for this position.
3. Must have ability to prepare correspondence using Word; ability to develop Powerpoint presentations; apply EXCEL to various applications.
4. Must have intimate familiarity and comfort with use of various computing platforms and software.
5. Must be willing to travel up to 10 percent.

Candidates with added backgrounds and previous coop or intern experience and knowledge of fire protection engineering project and code work will be given primary consideration.