

FIRE INVESTIGATION OFFICER

NATURE AND VARIETY OF WORK

This is investigative and enforcement work in the areas of arson, false alarms, laws pertaining to fires and fire personnel, and in related investigative assignments as may be required by County officials. Work requires diligent interrogation, report writing and fact finding, often under difficult conditions due to subterfuge by persons responsible for fraud and attempts to deceive the investigator to avoid arrest or monetary loss from padded inventories or other deceptions. Work is performed under the general supervision of a higher level supervisory/management level fire position. Work performance is evaluated in terms of compliance with departmental rules, regulations and policies.

EXAMPLES OF WORK

Conducts criminal investigations into major arson/bomb incidents.

Interviews suspects and witnesses to obtain evidence.

Identifies, locates and arrests offenders with special emphases on arson fraud cases.

Investigates fires and explosions.

Conducts departmental investigations as required.

Secures and protects evidence from fire scene, transmits evidence to laboratory for examination and keeps evidence secure for court presentation.

Obtains subpoenas for financial, business and personal records of possible suspects and/or business enterprises; collects and assembles all material.

Reviews and analyzes financial and personal records of possible suspects and/or businesses to determine if motive of financial gain exists.

Prepares facts and presents cases to the court; testifies in court.

Serves warrants for arrests.

Analyzes patterns of criminal activity and makes tactical recommendations to the Division commander on the more appropriate method to address/resolve the problem.

Prepares reports of investigative findings, submits reports to State's Attorney or U.S. Attorney for court.

Assists in formulation of the annual Fire Department report on fire crimes, and makes recommendations on controlling arson fraud problems.

Assists in the provision of investigative training to firefighter/investigators.

Conducts confidential internal investigations.

Handles all Prince George's County schools' fire violations and issues citations.

Investigates overcrowding in business establishments.

Serves as part of a task force to investigate gambling.

Conducts background investigations on fire related positions.

Sets up polygraph; performs finger print activity; conducts drug/alcohol testing.

May be required to use automated equipment in conjunction with assigned duties and responsibilities.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES

Thorough knowledge of fire prevention laws, criminal laws, laws of arrest, confessions and safe guarding evidence, ordinances, rules and regulations.

Ability to conduct harmonious discussions with property owners and the general public.

Ability to enforce laws, ordinances and regulations with firmness, tact and impartiality.

Ability to express oneself clearly and concisely, orally and in writing.

Ability to understand and carry out complex oral and written instructions.

Good physical condition.

MINIMUM QUALIFICATIONS

Graduation from high school, and completion of training courses in investigative work; considerable progressively responsible experience in law enforcement and crime detection work, preferably including some fire prevention or arson investigative experience.

CONDITION OF EMPLOYMENT

Weapons certification should be maintained.

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