
MISSOURI DIVISION OF FIRE SAFETY

TITLE: Training Technician II – Training and Certification Unit

SALARY RANGE: \$40,012.00 - \$63,604.00

DEFINITION:

This technical position will be located in Jefferson City and is of considerable difficulty and complexity involving a variety of tasks. This position reports to the Training and Certification Unit Public Safety Manager and will assist and advise in the development and coordination of statewide fire fighter and emergency responder training and certification programs. Assist and coordinate in the preparation and review of course and exam materials, to include approving instructors, assigning evaluators, develop, generate and administer exams, and correspond with students, program instructors and evaluators. Grade certification exams and recognize education testing, measurement and evaluation practices to measure validity and reliability of skills/performance testing and test item construction. Demonstrate considerable knowledge of NFPA Standards, methods of instruction, presentation of training programs, and curriculum development. Provide technical guidance to the fire service, academies and colleges involving certification programs and testing processes. Manage, mentor, and train instructors and evaluators involved with Division courses and certification programs. Represent the Division of Fire Safety at statewide and international meetings and training conferences with frequent weekend and overnight travel required.

EXPERIENCE AND EDUCATION QUALIFICATIONS:

Applicants must be a graduate from an accredited high school or possession of high school equivalence certificate; must hold accredited certification as a Fire Service Instructor I, Fire Service Instructor II is preferred; and must have a minimum of four years' experience in the fire service. Experience with the design of educational materials and testing instruments using adult educational principles and practices required. Experience preferred with the evaluation of practical skills certification testing, including live fire and other high-hazard evolutions. Preference will be given to individuals holding a degree and/or accredited certifications related to instructional techniques, suppression and prevention, hazardous materials, technical rescue, public education, and senior leadership. Working knowledge of NFPA standards and correlation processes preferred. Working knowledge of fire service certification and accreditation processes preferred.

APPLICATION PROCEDURE:

Current employees of the Division of Fire Safety who would like to be considered for this position must submit a resume with a cover letter to the Division's Personnel office. The Division of Fire Safety reserves the right to fill positions through transfer, reclassification, and promotion of existing employees.

Other individuals who wish to be considered for this position must complete a Division of Fire Safety, Application for Employment. Applications can be obtained at the Division of Fire Safety, 205 Jefferson Street; Suite 1315, Jefferson City, Missouri, 65101 or at www.dfs.dps.mo.gov. Completed applications, with any supplemental documents such as a cover letter, resume, college/university transcript(s), etc., must be returned to the above location by close of business on February 28, 2019. Applications may also be mailed to the Division of Fire Safety, P.O. Box 844, Jefferson City, MO 65102. Applicants must possess a valid driver's license and are subject to a background investigation.

EQUAL OPPORTUNITY STATEMENT:

The Division of Fire Safety is an equal opportunity employer. All qualified applicants will be considered for employment without regard to race, color, religion, sex, national origin, age, disability status, or any other non-merit factor.