

FLS DIRECTOR QUALIFICATIONS

Qualifications.

- Be at least 18 years of age, or such age above the age of 18 as may be required by law, rule, or regulation.
- Have a reasonable understanding of the English language and be able to answer satisfactorily such questions as may be asked of such applicant upon his or her examination.
- Present such evidence of his or her character, habits, and past employment, as may be satisfactory to the commissioner.
- Have at least three (3) years' full-time work experience in one or more of the following fields (in any combination thereof), OR 18 months' full-time work experience in one or more of the following fields (in any combination thereof) that includes at least six (6) months of continuous employment at one work location:
 - firefighting or other public safety emergency response employment;
 - any fire safety-related employment, including code enforcement, fire safety inspection, fire prevention, or emergency preparedness;
 - the design, installation, operation or maintenance of building fire protection, electrical, plumbing, heating, ventilation, or air conditioning systems, or other building system regulated by the construction codes; or
 - equivalent experience acceptable to the Department;(examples are listed on the following pages)
- Successfully complete the *FLS* Director training course approved by the FDNY.
- Pass FDNY required written and on-site examinations.
- Be physically able to perform the duties of the position, if in doubt, contact the Certificate of Fitness Unit prior to scheduling the FLS Director exams.
- Applicants are prohibited from being employed by any FDNY- approved FLS Director School for at least four (4) years after taking the FLS Director written and on-site exams.

Qualification Criteria for FLS Director

Applicants must have at least three (3) years' full-time work experience in one or more of the following fields (in any combination thereof), OR 18 months' full-time work experience in one or more of the following fields (in any combination thereof) that includes at least six (6) months of continuous employment at one work location:

Fire Fighter, Fire Inspector, Fire Marshall, Correction Officer, Police Officer, Volunteer Fire Fighter

Acceptable Experience:

1. as a Firefighter, Fire Inspector, Fire Marshall, Police Officer, Volunteer Firefighter, Correction Officer in any country

Required Documentation:

1. letter from Personnel Director including service dates;
2. any relevant certificate or license

Building Maintenance Personnel (e.g. engineers, Class E or J-1 Building Superintendent, etc.)

Acceptable Experience:

1. maintenance and inspection of sprinkler/standpipe systems with required C of F (S-12/S-13/S-14);
or
2. inspection, testing, and servicing of fire alarm systems with required C of F (S-97/S-98, S-95); or
3. maintenance and inspection of smoke detectors with required C of F (F-78/S-78) ; or
4. the design, installation, operation, or maintenance of building fire protection, electrical, plumbing, heating, ventilation, or air conditioning systems, or other building system with required C of F (Q-01/Q-99) or other qualified DOB licenses (Master Plumbers & Master Fire Suppression Piping Contractor; Master Electricians & Special Electricians; High Pressure Boiler Operating Engineer; Oil Burning Equipment Installer)

Building/Residence/Property Manager

Acceptable Experience:

1. supervision of building custodians and building maintenance personnel; or
2. development of Fire Safety Plan or Comprehensive Fire Safety and Emergency Action Plan; or
3. develop/implement building fire safety policy; or
4. experience as a building engineer with required C of F (Q-01/Q-99) or other qualified DOB licenses (Master Plumbers & Master Fire Suppression Piping Contractor; Master Electricians & Special Electricians; High Pressure Boiler Operating Engineer; Oil Burning Equipment Installer)

Building Evacuation Supervisor (must be listed on the building Fire Safety Plan or Comprehensive Fire Safety and Emergency Action Plan)

Acceptable Experience:

1. the experience in manning fire command center; or
2. implementation of building Fire Safety Plan or Comprehensive Fire Safety and Emergency Action Plan; or
3. implementation of building fire safety policy

Required notarized statements:

From FLSD attesting to training in building evacuation procedures; or

From FLSD attesting to training in the manning of fire command center; or

Copy of the building safety plan including years of claimed experience;

Floor Warden or Brigade member (must be listed on the building Fire Safety Plan or Comprehensive Fire Safety and Emergency Action Plan)

Acceptable Experience:

1. as member of the Fire Brigade (Floor Warden trained by the EAPD/FLSD)
2. as member of the Emergency Response Team (trained by the FLSD in J-1 Occupancies only)

Required notarized statements;

1. copy of the building evacuation plan including years of claimed experience, and
2. from FLSD attesting to training in building evacuation procedures

Coordinator of Fire Safety and Alarm System in Homeless Shelters

Acceptable Experience:

1. the experience in operating the fire alarm control panel in a shelter and conducting drills in a shelter with the required Certificate of Fitness (F-80)

Construction Site Fire Safety Manager or Site Safety Manager

Acceptable Experience:

1. the experience in conducting inspections of all fire safety measures, and fire protection equipment and systems at a construction site with the required Certificate of Fitness (S-56) to ensure they are readily available and complying with the Fire Code and Building Code.
2. the experience in monitoring construction sites and ensuring the construction company complies with state and federal regulations on safety in the workplace with the required NYC DOB license (Site Safety Manager Certification).

Note: The experience of only being a Fire Guard (e.g. F-01/F-02/F-03/F-04/F-36/F-54/F-91, etc.) or a security guard (e.g. S-60 or New York State security license) will **generally NOT QUALIFY** you to become a Fire and Life Safety Director candidate. The candidate must address what specific duties they have been performed for qualification review.