

## **FLS Director Qualifications**

### ***FDNY Issued Document***

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:

**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 Safety Director candidate

### **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 station; or
2. Implement 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 FSD/FLSD attesting to training in building evacuation procedures; or

From FSD/FLSD attesting to training in the manning of fire command station; 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 a member of the Fire Brigade (Floor Warden trained by the FSD/EAPD/FLSD)
2. As a member of the Emergency Response Team (trained by the FSD/FLSD in J-1 Occupancies only)

*Required notarized statements*

1. Copy of the building evacuation plan including years of claimed experience, and
2. From FSD/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 conduct 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, 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 monitor construction sites and ensure the construction company complies with state and federal regulations on safety in the workplace with the required NYC DOB license (Site Safety Manager Certification).

*Candidates who complete the required courses and pass two FDNY computer exams but not meeting the qualification criteria listed above will NOT receive the Certificate of Completion and NOT be able to schedule the On-Site exam.*