



STATE FIRE TRAINING

Fire Marshal Certification Checklist



Name: _____

SFT ID Number: _____

Section 1: To Receive Task Book

INSTRUCTION

Submit a copy of your course completion certificate for the course listed below

	COMPLETE
1. Fire Marshal 1A: Administration and Professional Development (2018)	<input type="checkbox"/>
2. Fire Marshal 1B: Community Relations & Fire and Life Safety Education (2018)	<input type="checkbox"/>
3. Fire Marshal 1C: Fire Investigation Program Management (2018)	<input type="checkbox"/>
4. Fire Marshal 1D: Community Risk Reduction Program Management (2018)	<input type="checkbox"/>
5. Fire Marshal 1E: Regulatory Program Management (2018)	<input type="checkbox"/>
6. Chief Fire Officer 3A: Human Resource Management (2014)	<input type="checkbox"/>
7. Instructor I: Instructional Methodology (2014)	<input type="checkbox"/>
8. Statutes and Regulations (2016)	<input type="checkbox"/>
9. G290 Basic Public Information Officer Course	<input type="checkbox"/>

FORMS & PAYMENT

Download from the SFT website

1. Task Book Application form	<input type="checkbox"/>
2. Fee & Fee Schedule	<input type="checkbox"/>

Section 2: To Receive Certification

CERTIFICATION TASK BOOK

Submit original capstone task book to SFT (Be sure to make a copy for your records).

	COMPLETE
1. Complete all job performance requirements (JPRs) Additionally the signature verification page lists all of the evaluators that signed off in the task book	<input type="checkbox"/>
2. Experience Have a minimum of five years' full-time paid experience (or 10 years' part-time paid or volunteer experience) in a recognized fire agency in California with at least one year (full time) or two years (part time or volunteer) serving as a Fire Marshal.	<input type="checkbox"/>
3. Position Requirement Has met the position requirement of Fire Marshal as defined by the Fire Chief	<input type="checkbox"/>
4. Signed by the Fire Chief or his/her authorized signatory Signatures must be original –not stamped	<input type="checkbox"/>
5. Associate's degree or higher (any major) from an accredited post-secondary institution Submit a copy of your degree	<input type="checkbox"/>