



JOB ANNOUNCEMENT:

Fire Department Facilities Manager

Shoreline Fire Department is hiring for the position of Facilities Manager.

This is a full-time, non-exempt position reporting to the Deputy Chief of Support Services. The Facilities Manager will ensure the operational readiness of the Department. This position will primarily focus on managing the Facilities division, development and implementation of a preventative maintenance plan, updating the Department Facilities capital plan, project management, supervision of Facilities technicians, and performing occasional maintenance of Department assets.

This is a non-uniformed position represented by the International Association of Firefighters (IAFF) Local 1760.

Application Period

Post date: Monday, November 3, 2025

Deadline: Sunday, November 30, 2025 at 11:59pm PST

For full job description, visit our website at www.shorelinefire.com

Tentative Dates

Skills Assessment & Interview: Tuesday, December 9, 2025

Employment Begins: Late January 2026 - After successful background check

Application Requirements

Submit requested information by the application deadline:

- Cover letter
- Resume
- Letters of Reference (optional)

Submit completed packet:

- via email: employment@shorelinefire.com
Please include position you're applying for in the subject line
- OR mail to:

Shoreline Fire Department
Attn: Human Resources - Facilities Manager
17525 Aurora Ave N
Shoreline, WA 98133

SALARY:

\$7,354 - 10,113/mo.

DOE and time in position*

- Regular salary increases with time in position
- Annual tool allowance
- Annual clothing allowance

*Salary is based on the 2024 CBA with IAFF Local 1760. Subject to change with new contract. Please refer to website for current Wage Scale & CBA:

www.shorelinefire.com

BENEFITS

- Comprehensive medical, dental, & vision coverage (100% premium costs paid for employee and eligible dependents)
- Life Insurance
- Long-term Disability Insurance
- 457 Plans
- Wellness Program
- Healthcare Reimbursement Account / VEBA
- Paid Time Off
- Education Incentive pay



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MINIMUM REQUIREMENTS

The requirements listed below must be accomplished by the application deadline.

- High school diploma or equivalent (GED)
- Two years of recent work experience in a field related to facilities management or maintenance.
- Experience developing and implementing a comprehensive preventative maintenance program.
- At the Fire Chief's discretion, any equivalent combination of education, experience, and training that provides the required knowledge, skills, and abilities.
- Upon employment and while employed, must hold and maintain a valid Washington State Driver's License.
- Must be insurable under the Department's existing vehicle and umbrella liability insurance carrier and Washington State law.

TERMS & CONDITIONS

Veteran's Preference: Candidates requesting veteran's preference will be asked to submit documentation (DD214 or NGB Form 22) which indicates the nature of the discharge as well as the Department's scoring criteria declaration form in order to receive veteran's preference points. Preference points are only added to passing scores.

Reasonable Accommodation: In compliance with the Americans with Disabilities Act (ADA), Shoreline Fire Department will make reasonable accommodation during any and all phases of the selection process for individuals with a disability. Please contact Human Resources at (206) 533-6570 by the application deadline date to request accommodation.

Equal Employment Opportunity Statement: Shoreline Fire Department provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state, and local laws.

Disclaimer: The provisions of this hiring notice do not constitute a contract, expressed or implied, and any provisions contained in this notice may be modified or revoked at the discretion of the Department.

For more information, visit our website at www.shorelinefire.com
For questions regarding this position, email: employment@shorelinefire.com