

FIRE CAPTAIN

PURPOSE

Coordinates and directs advanced firefighting activities, emergency medical aids, emergency rescue and other emergency and prevention activities, in protecting life and property; oversees subordinate personnel engaged in training, station and equipment maintenance; assists and participates in training programs; drives, operates and maintains all fire apparatus and equipment. Performs related work and other duties as required.

WORKING CONDITIONS

Work is conducted both in a fire station and in the field in various settings. Some of these include exposure to smoke, odors, heat, steam, fumes, and dust, as well as periodic exposure to dangerous or life-threatening situations. Work involves irregular hours on weekdays, weekends, and holidays.

PHYSICAL DEMANDS

Performs tasks requiring: strength and stamina, such as lifting and moving equipment and objects weighing up to 100 pounds; pushing or pulling objects of up to 100 pounds; sitting, standing, walking on uneven or slippery surfaces, kneeling, bending, twisting, turning, stooping, squatting, grasping and crawling; ascending and descending stairs and ladders; work both inside and outside with exposure to extreme weather conditions, odors, dust and pollen; exposure to chemicals, skin irritants, fumes and solvents; frequent hand and arm motion; hand and finger dexterity sufficient to use small tools; turning and bending neck; the ability to see well enough to read gauges, documents and street maps; accurate depth perception; the ability to communicate verbally, including projecting a voice that can be heard in a noisy environment; the ability to hear and distinguish various sounds, such as alarms, voices of co-workers and warning horns or sirens in both quiet and noisy environments; the ability to stand, walk, bend and reach at, above or below shoulder height for extended periods of time; sustained concentration and prolonged commitment to job tasks; interpersonal skills sufficient to work closely with others on a team; high level cognitive, interpretive or judgment skills; ability to demonstrate flexibility in work environments, performing a variety of frequently changing tasks; ability to plan, negotiate, direct, control and monitor other's activities; and the ability to work alone effectively under stress in situations dangerous to self or others.

SUPERVISION RECEIVED/GIVEN

Supervision received is characterized by general supervisory direction and control intended to define objectives and problems. Control over work method is general, rather than detailed in nature. Positions in this class have responsible supervision over subordinate personnel on an assigned shift. Duties include training, assigning and evaluating work.

DISTINGUISHING CHARACTERISTICS

Positions in this class serve as the Incident Commander on emergency incidents unless relieved by higher ranking personnel. Fire Captains must exercise independent judgment, initiative, and leadership skills in fire prevention and areas of administration assigned them by the Fire Chief.

ESSENTIAL JOB FUNCTIONS – Duties may include, but are not limited to, the following:

Oversees and personally performs work in the maintenance of departmental fire suppression and emergency equipment in peak operational condition.

Responds to scenes of fire, accident, illness or rescue and takes charge of operations in the absence of a chief officer.

Drives & operates fire apparatus and performs firefighting duties.

In cases of accident, sudden illness or rescue uses established first aid procedures in treating victim until the arrival of a paramedic or ambulance.

Coordinates work assignments of subordinate and volunteer personnel; serves as the shift supervisor and may serve as the Incident Commander.

Makes every reasonable effort to continually improve the manner in which the job is performed and increase the quality of service to the public.

OTHER JOB FUNCTIONS

Has charge of the execution of fire prevention programs including inspection of businesses, industrial operations, and educational programs.

Assists the department in fire investigations.

Trains and instructs career and volunteer personnel in proper methods and use of equipment.

Attends regular meetings and drills.

Assists the Chief Officers with reports and administrative assignments.

Issues fire permits.

May serve as a paramedic in accordance with the provisions of the firefighters MOU.

Provides information to the public and answers correspondence.

DESIRABLE QUALIFICATIONS

Knowledge and Abilities:

Knowledge of the operation and maintenance of firefighting and rescue vehicles and equipment; of modern fire prevention and suppression methods, principles, practices and procedures; including hydraulics and fire behavior; first aid, CPR and other rescue procedures; of applicable State and Federal laws, departmental rules and regulations; the geography of the local area including location of hydrants and mains, and major traffic and fire hazards; of work hazards and safety precautions associated with the work; and of principles of supervision leadership and training.

Ability to understand and act in accordance with department policies and rules; to demonstrate a high degree of mechanical aptitude as required in the operation and maintenance of firefighting and rescue equipment; to drive fire and rescue vehicles with care and safety in accordance with traffic laws and ordinances; to analyze situations and adopt effective courses of action; to think and act quickly and effectively in emergencies; to administer first aid including CPR; to direct the activities of firefighting personnel; to work effectively without immediate supervision; to assist with fire prevention and inspection activities, and to assist with on-going training programs; to effectively plan, schedule and carry out the equipment maintenance program. Ability to keep simple records and prepare reports, to understand and carry out oral and written instructions; to establish and maintain cooperative and effective relationships with those contacted in the course of work; and to meet the physical requirements established by the department.

Education/Experience:

Any combination equivalent to experience and education that would likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Education:

Possess a High School Diploma or G.E.D equivalent. An Associate of Arts (A.A.) or Associate of Science (A.S.) college level coursework is desirable.

Experience:

Five years full-time paid experience in firefighting.

Licenses, Certificates and/or Requirements:

Age: At least 18 years of age at the time of appointment

Firefighter 2 Certificate: A valid Firefighter 2 Certificate obtained from the Office of the State Fire Marshal

Other California Office of the State Fire Marshal (OSFM) Certificate(s):

Fire Officer Certificate (Prior to 2014) OR Company Officer Certificate OR

Completed course work required to obtain the Fire Officer Certificate, i.e.,
Company Officer 2A: HR Management Course Plan
Company Officer 2B: General Administrative Functions Course Plan
Company Officer 2C: Fire Inspections and Investigation Course Plan
Company Officer 2D: All-Risk Command Operations Course Plan
Company Officer 2E: Wildland Incident Operations Course Plan
Instructor I: Instructional Methodology

Emergency Medical Technicians (EMTs): A valid California EMT-B or EMT-P certificate.

Cardiopulmonary resuscitation (CPR): A valid CPR certificate.

California Department of Motor Vehicles (DMV): A valid Class C California Driver's License with firefighter endorsement (or higher) and a satisfactory driving record are conditions of initial and continued employment.