

ASSISTANT FIRE CHIEF

DISTINGUISHING FEATURES OF THE CLASS:

This position involves assisting the Fire Chief in all fire fighting and prevention activities of the department, and taking command of the activities of the department in the absence of the Fire Chief. The liaison with the volunteer firefighters and fire companies is also the responsibility of this position. General supervision is received from the Fire Chief and supervision is exercised over subordinate personnel. This is a part-time position.

TYPICAL WORK ACTIVITIES:

1. Directs the work of firefighters at the scene of fires and in the station;
2. Assigns personnel to lay out and connect hose lines and nozzles, direct hose streams, raise ladders and ventilate buildings;
3. Performs liaison duties with the volunteer firefighters and fire companies;
4. Assists with the conduct of the training of volunteer firefighters;
5. Maintains discipline;
6. Prepares and submits necessary reports;
7. Performs other duties as assigned by the Fire Chief;
8. Does related work as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of modern fire fighting and fire prevention methods; good knowledge of local fire prevention laws and ordinances; good knowledge of State regulations on Fire Safety and State and County Mutual Aid Systems; good knowledge of the use and maintenance of fire fighting equipment; good knowledge of departmental rules and regulations; good knowledge of the local building code; good knowledge of first aid methods; good knowledge of the geography of the locality; good knowledge of the fire hazards and fire history of the locality; ability to layout and supervise the work of others and to maintain discipline at fires; tact; courtesy; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Four (4) years of paid or volunteer experience as a firefighter.

PS6106

ADOPTED: 04/30/75

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