CLASS TITLE: FIRE BATTALION CHIEF

BASIC FUNCTION:
Under the general direction of the County Fire Chief, incumbents are responsible for directing and participating in the day-to-day operations of fire station(s) in an assigned geographical area on an assigned shift. Incumbents also participate in the administration, planning, and training activities of assigned fire stations; provide staff support in the administration, coordination, and planning of programs; and performs related work as required. This position has managerial, administrative, and operational responsibilities over multiple fire stations on an assigned shift.

ESSENTIAL FUNCTIONS:
Assists in developing, communicating and implementing policy; enforces departmental rules and regulations; assumes higher-acting duties and responsibilities when required; maintains personal contact with Fire Department officials of adjoining communities to effect mutual aid and joint response agreements; works 24-hour shifts and overtime; may be recalled to duty in cases of emergency; may be assigned to carry out direction from the Fire Marshal and/or Training Officer duties.

Delegates to and provides leadership support to Fire Captains; assists and oversees the planning and organization of work of fire fighters, and paramedics assigned to geographically dispersed stations on an assigned shift; coordinates the activities of fire companies in firefighting and preventive maintenance activities; responds to fire alarms and emergency calls when required.

Ensures effective communication between and among stations and shifts in cooperation and coordination with other Battalion Chiefs, and Fire Captains.

Inspects fire companies and equipment to enforce housekeeping practices and the maintenance of adequate records and daily journals; coordinates with Fire Captains, other Battalion Chiefs concerning facilities, supplies and equipment; plans and coordinates repairs to facilities, fire equipment and apparatus.

Assists in determining and justifying firefighting apparatus and equipment requirements; oversees the performances of service tests on structural and firefighting apparatus and ensures that apparatus functions at maximum capacity.

Directs emergency procedures by assuming command, transmitting instructions; places command vehicle to best advantage to facilitate firefighting and emergency operations; operates a two-way radio system and related computerized required system.

Checks for the presence of additional or adjacent hazards or exposures; directs fire department personnel to protect surrounding property; orders the shutdown of utilities; ensures the withdrawal of firefighting personnel and apparatus when the fire cannot be contained.

Ensures that the scene of the fire is protected and that any suspected arson evidence is not removed prior to evaluation by fire investigators; directs salvage and cleanup operations following a fire; determines the need for, calls for or dismisses fire companies and apparatus at the scene of the fire.

Inspects special firefighting clothing to ensure condition is adequate for immediate use and completely outfitted for personal protection; prepares and submits various reports to the Fire Chief, such as: training, firefighting, rescue operations, preventive maintenance, equipment
efficiencies, general administration and special reports as required; maintains firefighting statistics and
records of fire losses, personnel and firefighting apparatus.

Supervises and conducts fire inspection, prevention and suppression training programs; resolves
problems concerning morale and discipline; assists in personnel management.

Performs related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**
Safety practices and precautions pertaining to work;
Modern fire suppression and prevention principles, practices and methods;
Emergency medical services operations;
Operation and maintenance of various fire suppression apparatus and equipment;
Principles of management, administration, supervision, training and community relations;
Fire prevention, alarm transmissions, equipment maintenance and fire drill procedure;
Locations of streets, fire alarms, water hydrants, public buildings and local hazards;
State and municipal codes and ordinances affecting fire department operations;
English usage, spelling, grammar and punctuation;
Basic knowledge of computers.

**ABILITY TO:**
Coordinate and direct multiple fire companies and apparatus during firefighting, medical
emergencies, fire prevention and investigation activities, departmental training programs and other
operations;
Respond quickly and calmly under emergency conditions;
Determine and appraise principal hazards and dangers;
Lead subordinates and maintain discipline effectively;
Analyze situations and adopt a quick, effective and responsible course of action;
Communicate clearly and concisely, both orally and in writing;
Follow oral and written instructions;
Conduct thorough investigations and maintain effective relations with property owners;
Prepare comprehensive reports, plans and estimates;
Appraise workloads;
Assist in developing and planning a departmental budget and work program;
Establish and maintain effective relationships with subordinates, command staff and o t h e r s
contacted in the course of work;
Demonstrate the use and care of fire suppression apparatus and equipment;
Operate a vehicle observing legal and defensive driving practices;
Work in a variety of environmental conditions, including exposure to extreme heat, smoke, fumes,
odors, vibrations, loud noises, hazardous materials, and noxious gases;
Wear a self-contained breathing apparatus;
Detect color changes in smoke and flames;
See in the normal visual range with or without correction;
Hear in the normal audio range without correction;
Perform duties with normal body mobility, flexibility and dexterity;
Transport materials and supplies weighing up to 50 pounds.

**EDUCATION AND EXPERIENCE:**
Three (3) years of full time experience as a Fire Captain with Imperial County Fire Department or a
comparable classification with another jurisdiction in California.
AND

Associate of Science degree with a major in Fire Science or a related field.

OR

Completion of at least 24 college semester units of Fire Science or equivalent in an accredited or approved state institution.

LICENSES AND OTHER REQUIREMENTS:

Possession of a State Fire Officer Certification required

Possess Cardiopulmonary Resuscitation CPR card and Emergency Medical Technician (EMT) Certificates issued by an authorized agency are required.

Valid California Class C Driver’s License with all the proper firefighter endorsements.

Possession of a Chief Officer Certification must be obtained with within three years of employment.

WORKING CONDITIONS:

ENVIRONMENT: Work includes indoor and outdoor environment; subject to shift work, evening or variable hours, and emergency call-out.

PHYSICAL REQUIREMENTS: Physical abilities required include heavy lifting, climbing, standing for long periods, physical agility and stamina, heavy physical labor, carrying, pushing, and pulling of equipment and individuals, and operating a self-contained breathing apparatus.

HAZARDS: Incumbents may be exposed to extreme heat, toxic smoke and gases, noise, chemicals and hazardous materials.