

**CITY OF STUART
JOB DESCRIPTION**

Title: FIRE RESCUE BATTALION CHIEF

Department: Fire Rescue

Job Code: 2190

Grade: B22

Exempt Status: Exempt

CHARACTERISTICS OF THE CLASS

Under the direction of the Fire Chief and subordinate to the Fire Chief and the Assistant Chief, is responsible for directing and supervising the activities and personnel involved in fire suppression and rescue services including hazardous material incidents. Duties include: training, disciplining, and evaluating fire rescue personnel in the operation and maintenance of fire equipment; Emergency Medical Service ("EMS") operations and scene management; and in techniques of fire fighting. While on duty, the incumbent has complete responsibility over all activities of fire rescue department shift personnel unless relieved by a senior ranking officer. Work is reviewed through observation and written reports for adherence to established policies and procedures. May be temporarily assigned the duties and responsibilities of Assistant Fire Chief.

EXAMPLES OF ESSENTIAL FUNCTIONS

1. Responds to emergency alarms and directs activities of fire and rescue crews and their assigned units.
2. Maintains and enforces discipline within the ranks, forwards commendations for exemplary acts by department members.
3. Schedules, assigns work, and delegates authority to department personnel; supervises subordinates in the performance of assignments.
4. Supervises the training of subordinates in EMS and fire fighting techniques, apparatus and vehicle operations; inspects equipment and operations for response readiness; supervises minor equipment and station maintenance and repairs; inspects Fire Stations and shift personnel for

Fire Rescue Battalion Chief
Revised December 1999
Revised July 2002
Revised August 2004
Revised February 2007
Revised August 2009
Revised May 2012

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compliance with department standards; supervises compliance with continuing education programs.

5. Confers with officials and/or civic representatives to improve fire safety and promote fire prevention awareness.
6. Completes and reviews fire company incident and inspection reports; prepares department records including those for personnel, disciplinary actions, and performance ratings.

NOTE: The examples of essential functions as listed in this classification specification are not necessarily descriptive of any one position in the class. The omission of an essential function of work does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

REQUIREMENTS

A. Education & Experience:

Must possess an Associates Degree in Fire Science and/or Emergency Medical Services *plus* six (6) years of progressively responsible experience in fire service, at least three (3) of which shall be at the rank of Lieutenant or higher; an equivalent combination of training and experience may satisfy this education and experience requirement. For these purposes, an equivalent combination of training and experience is determined in the sole discretion of the Fire Chief.

Training & Certifications:

Must possess valid and current:

State of Florida Company Officer I; State of Florida Firefighter; State of Florida Paramedic; and current authorization from the City of Stuart's Medical Director.

State of Florida Class "E" Drivers License.

Must have successfully completed approved:

Emergency Vehicle Operators Course ("EVOC");

Basic Life Support ("BLS") CPR Certificate program;

Hazardous Materials ("HazMat") Technician program or Incident Command for HazMat as enumerated in 29 CFR 1910.120(q)(6)(V)(A) through (F); and,

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Such certifications as may be required from time to time by the department.

B. Knowledge, Abilities and Skills:

Knowledge of current principles, practices, methods and techniques in fire prevention and suppression, EMS operations, personnel administration, and management.

Knowledge of the rules and regulations of the Fire Department and City Personnel Policies.

Knowledge of BLS and Advanced Life Support ("ALS") procedures and protocols to properly supervise EMS personnel.

Knowledge of the proper use of all equipment in the station and on the units.

Knowledge of the street system and physical layout of the City and adjoining areas.

Knowledge of operating and maintaining fire fighting and EMS apparatus and equipment.

Ability to establish and maintain effective working relationships with subordinates, superiors and the general public.

Ability to establish and maintain high morals and ethics.

Ability to convey information clearly and concisely orally and in writing.

Ability to act quickly and calmly in emergency situations.

Ability to supervise and manage personnel including monitoring subordinate productivity in the daily operation of fire department.

Ability to use computer software programs such as Word, Excel, Firehouse and other programs as may from time to time be introduced.

Ability to serve as a HazMat incident commander, and possess the competencies enumerated in 29 CFR 1910.120(q)(6)(V)(A) through (F).

C. Physical Requirements:

Tasks may involve the continuous operation of hand and power tools and the full range of shop equipment to very

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exacting tolerances, calling for full coordination of sensory and manipulative ability in order to achieve full production to acceptable standards. Tasks, as required in the rules and regulations and demanded by the EMS and firefighting profession, may involve occasional heavy lifting or moving, but the emphasis is placed upon coordination and manipulation skills.

Ability to endure sustained acts of physical activity to exhaustion and periods of duty under unfavorable and life threatening situations.

D. Environmental Requirements:

Tasks require that work be performed in adverse environmental conditions, close quarters or limited space areas, and possible hazardous conditions including: flames, chemicals, smoke, heat, gases, moving vehicles, falling structures and debris, electricity, poor ventilation, poor lighting, related hazards and biohazards.

Must be able to perform work in heavy and cumbersome personal protective equipment for extended periods. Environment may also include a biohazard threat, which necessitates the use of proper infectious disease control measures, etc.

E. Sensory Requirements:

Tasks require color perception and discrimination.
Tasks require sound perception and discrimination.
Tasks require odor perception and discrimination.
Tasks require depth perception and discrimination.
Tasks require texture perception and discrimination.
Tasks require visual perception and discrimination.
Tasks require oral communication ability.
Tasks require written communication ability.

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Approved: _____ Date: _____
Human Resources Director

Approved: _____ Date: _____
Fire Chief

Received By: _____ Date: _____
Employee