

**CITY OF CARLSBAD
CLASS SPECIFICATION**

JOB TITLE: FIRE CAPTAIN

DEPARTMENT: FIRE DEPARTMENT

BASIC FUNCTION:

Under direction, to perform management, supervisory and technical work in fire fighting, emergency rescue, fire inspection, fire prevention, and fire training activities; and to do related work as assigned.

KEY RESPONSIBILITIES:

Plan and execute work assignments of fire prevention, fire suppression and rescue personnel in an assigned company.

Respond to fire alarms as commanding officer, and as such is responsible for the fire supervision and performance and safety of assigned fire fighting personnel.

Direct fire fighting, rescue and emergency medical operations until relieved by a superior officer.

Operate radio-telephone equipment.

Supervise and participate in salvage and overhaul operations.

Supervise and assist in rendering first aid in an emergency incident.

Supervise the assignments and work of emergency medical technicians and paramedics on an assigned shift basis.

Direct the cleaning of quarters, equipment and apparatus at fire station. Inspect personnel and maintain discipline.

Instruct personnel in the proper use of safety precautions; assure adherence to established safety standards in daily operations involving personnel and equipment.

Instruct and drill fire department personnel in fire prevention and fire fighting methods, techniques, and related subjects.

Supervise and participate in the inspection of buildings and installations for fire hazards and fire safety systems as required by State laws and City ordinances.

Assist in planning and conducting the City wide fire prevention program and education program. Assume administrative responsibilities involving the department's budgeting, purchasing, equipment maintenance, and personnel functions.

Prepare reports and maintain records.

May be required to respond to fire calls during non-duty hours.

May serve as a paramedic team coordinator and supervisor if properly trained, certified and appointed to such duties by the Fire Chief.

May be assigned a variety of special assignments involving emergency medical operations, fire prevention, department communications and others.

Supervise, train, and evaluate subordinates.

Serve as Acting Battalion Fire Chief -as assigned.

QUALIFICATIONS:

Knowledge of:

Principles, practices, and procedures of modern fire fighting, fire prevention practices, and protection of lives and property.

Rules, regulations, and operational procedures of the Fire Department.

Operation and maintenance of the type of apparatus and equipment used in modern fire fighting activities.

First aid and CPR.

Principles of supervision, training, and performance evaluation.

Mechanical, chemical and related characteristics of a wide variety of flammable and explosive materials and objects.

Local geography including the location of main and hydrants, GPM (gallons per minute) per capacity, and the major fire hazards of the City.

Demonstrate Ability to:

Communicate clearly and concisely, orally and in writing.

Conduct thorough fact finding inspection and investigation.

Operate apparatus and equipment used in modern fire fighting activities.

Establish and maintain cooperative relationships with those contacted in the course of work.

Supervise, train, and evaluate assigned staff.

Think and act quickly in emergencies.

EXPERIENCE AND EDUCATION:

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

Experience: Four years of municipal fire fighting experience.

Education: High school diploma or equivalent, supplemented by the equivalent of 60 units college course work which can be credited toward a major in Fire Science.

PROMOTIONAL EXAMINATION REQUIREMENTS:

In order to qualify for participation in the promotional process for the position of Fire Captain, the following requirements are required to be met prior to the filing deadline stated on the promotional recruitment:

- Minimum of four (4) years full-time employment with the Carlsbad Fire Department.
- Possession of State Fire Officer Certification
- Must have served as Fire Engineer or certified Acting Engineer with the Carlsbad Fire Department. This can be accomplished by successfully passing either an Engineer's examination or an Out of Class Certified Pump Operator examination.

SPECIAL REQUIREMENTS:

Possession and maintenance of a valid Firefighter Non-Commercial Class B California driver's license, to include a water tank and air brake endorsement/or Class C California Drivers License with Firefighter Endorsement.

Possession and maintenance of a California Emergency Medical Technician—Certificate. Instructor Training No. 1 and No. 2 or equivalent.

Physical Characteristics:

As a condition of continued employment, shall satisfactorily complete an annual physical fitness program which will include physical agility and medical testing authorized by the City Council and prescribed by the City Manager.

DATE APPROVED: 6/21/2011