



## CLASS SPECIFICATION

Class Code: 17154  
Date Est: 11/2011  
Last Rev: 08/2018  
Last Title Chg:  
FLSA: Non-exempt  
Probation: 12 Months

### Fire Captain

#### **DEFINITION**

Under general supervision, supervises and performs operational, technical, administrative, firefighting, and fire prevention activities; responsible for the operational status and combat performance of a fire company during an assigned duty tour; supervises activities related to fire prevention and suppression, volunteer program, the maintenance of rescue equipment, and occupational safety and health; develops training programs; trains fire personnel in accordance with department regulations; and performs related work as required. Incumbents in this classification may be assigned as a Fire Suppression Captain or Training Captain.

#### **EXPERIENCE AND TRAINING REQUIREMENTS**

All Qualified applicants will have met the following provisions and then shall be eligible to test for the position of Captain:

Five years of District seniority AND  
Currently on an active Fire Engine Operator promotional list OR  
Qualified as an “Acting Fire Equipment Operator” OR  
Currently hold the position of Fire Equipment Operator

Employees hired before June 30th, 2014, with documented prior full time paid all risk experience outside the District, will have that experience counted towards their District seniority solely as it relates to promotional and acting opportunities

#### **LICENSE OR CERTIFICATE**

A valid driver’s license is required at the time of appointment.

Fire Officer I Certification from the State of Nevada or International Fire Service Accreditation Congress (IFSAC) no later than the end of the exam period.

Firefighter II Certification that meets NFPA standards at time of application.

Hazardous Materials – Operations certification at time of application.

Possession of a valid Nevada or National Registry Emergency Medical Technician Basic or higher level certificate and CPR certification at the time of application.

Must obtain a Nevada Class “C” Driver’s License with “F” endorsement or equivalent that complies with the Nevada Department of Motor Vehicles’ requirement upon completion of probationary period.

Applicants will be required to undergo a background investigation prior to being considered for employment.

#### **SUPERVISION EXERCISED**

Exercises direct supervision over assigned staff.

**EXAMPLES OF DUTIES** *(The following is used as a partial description and is not restrictive as to duties required.)*

Supervises the response to fires and other emergency or public assistance incidents and coordinates personnel in hose laying, ladder operation, ventilation, extinguishment, extrication, salvage, and other activities; directs and coordinates emergency scene activity unless and until relieved of command by a supervisor.

Perform as an intermediate emergency medical technician; rescue people endangered by fires or other hazards and administer first aid to injured parties.

Plans and schedules work assignments of assigned personnel, which may include volunteers; responsible for ensuring staff compliance with the District's policies, procedures and guidelines; evaluates the work performance and establishes performance goals of assigned staff and conducts performance evaluations.

Directs maintenance of station; inspects personnel and maintains discipline.

Evaluates fire and hazardous situations to determine the appropriate equipment and techniques to combat or control the situation; supervises and participates in EMS and rescue activities.

Ensures that all equipment is returned to its proper place; supervises the preventive maintenance, repair, and replacement of equipment and apparatus; directs the maintenance of fire apparatus and equipment to maintain constant readiness.

Supervises the gathering and preservation of evidence when a fire is of suspicious origin and testifies in court as to the findings.

Drives fire apparatus and other emergency vehicles used in the transport of equipment and personnel in response to fire, rescue, emergency medical, hazardous material, and other public service alarms.

Supervises staff in the performance of basic maintenance and flow tests on fire hydrants.

Trains and/or participates in training and classes in fire fighting, including wildland fire, emergency medical service, and related duties.

Directs the operation of specialized equipment such as wildland apparatus, chain saws, portable pumps, and hydraulic rescue equipment as assigned.

Supervises and conducts inspections and other fire prevention tasks including fire safety public education and presentations to eliminate or reduce fire hazards and enforce fire codes.

Performs various public information and public relations tasks; answers questions from the general public.

Writes reports of all fires and related emergency activities and reports concerning the use and condition of apparatus, related equipment, and supplies.

May act as Battalion Chief as needed and as assigned on a relief basis.

Stays abreast of new trends and innovations in education and training in the fire science field.

Functions within the incident command system as a safety officer for the purpose of observing operations and identifying and mitigating safety hazards.

Evaluates training course effectiveness and makes changes necessary to assure desired results.

Orients volunteers to the department to which assigned; provides information regarding policies, procedures and regulations and conducts informational or training sessions as required.

Maintains records and prepares a variety of written reports and materials regarding the volunteer program; plans and implements activities, awards and other methods for the recognition of volunteer staff.

Ensures that assigned personnel perform duties and responsibilities in a safe and prudent manner which does not expose them or others to unnecessary harm or risk of on-the-job injury.

Performs related duties and responsibilities as assigned.

## **JOB RELATED AND ESSENTIAL QUALIFICATIONS**

### **Knowledge of:**

Policies and procedures of the Truckee Meadows Fire Protection District.

Firefighting and rescue methods, tools, and equipment.

Principles, use and limitations of basic mechanical tools.

Fire behavior and fire control techniques to carry out wildland fire suppression.

Fire line terminology required to communicate with other crew members.

Construction methods and materials as related to combustion and fire suppression and prevention techniques.

Symptoms of medical emergencies and of appropriate responses to such conditions.

Basic cardio and basic trauma/life support treatment.

Invasive and non-invasive therapy; drug therapy as allowed by EMT certification.

Emergency medical procedures and in-patient assessment techniques.

Specialized patient monitoring devices and life support systems such as heart monitor/defibrillator, external pacing devices, and pulse oximeters as allowed by EMT certification.

Geography of the district, including major streets and landmarks.

Operation and maintenance of fire fighting equipment, apparatus, and special devices and materials.

Goals, objectives, functions, protocol, staffing, and activity guidelines for the respective assigned program.

Principles and practices of program planning, implementation, and evaluation.

Research techniques, data collection, analysis, and report preparation.

Methods and practices for developing and presenting public information and/or training programs.

Principles and practices of adult learning and training methodologies.

### **Ability to:**

Plan, organize, and deploy personnel and equipment in highly complex emergency situations.

Assess and treat patient's medical condition.

Read and interpret building and construction plans.

Recognize and train staff in work methods and procedures that promote a safe working environment for employees and others.

Develop and implement program components and services.

Evaluate programs to determine their effectiveness in meeting goals and objectives and develop and implement program modifications.

Interpret and apply regulations, policies and procedures.

Maintain accurate records.

Write narrative reports, educational, or promotional materials and other documents.

Communicate in a clear, concise manner both orally and in writing, tailoring the message to the intended audience.

Establish and maintain effective working relationships with departmental personnel, other public safety agencies, the public, and others contacted in the course of work.

Exercise emotional control and work under stressful situations.

Work independently in the absence of direct supervision.

Analyze emergency situations and quickly develop effective and reasonable courses of action.

### **SPECIAL REQUIREMENTS**

*Essential duties require the following physical skills and work environment.*

Ability to operate apparatus including driving, pump operation, lifting and pulling hose and equipment. Ability to stand and walk for extended periods. Ability to frequently stoop, bend, kneel, and climb. Corrected hearing and vision to normal range. Verbal communication and reading ability. Ability to work at considerable heights. Ability to perform sustained and vigorous activities in a variety of environmental conditions. Ability to tolerate exposure to heat, fumes, smoke, pressurized water, and chemicals.

Positions are required to work varied shifts including evenings, weekends, and holidays.

Employees must maintain hairstyles and facial hair in a manner which will not interfere with the required use of self-contained breathing equipment.

Must pass an annual physical exam and medical exam in order to continue employment.

All licenses and certifications required to be kept current and maintained for continued employment.

All applicants will be required to pass a thorough medical examination and physical agility test may be required prior to appointment and for continuing employment.

*This class specification is used for classification, recruitment, and examination purposes. It is not to be considered a substitute for work performance standards.*