

## FIRE CAPTAIN

**DEFINITION:**

Under general direction, the Fire Captain performs with and oversees department personnel, supervises the fire suppression, emergency response and fire prevention activities of a fire company on an assigned shift; and does related work as required.

**ESSENTIAL JOB FUNCTIONS:**

The listed tasks are essential for this position and may include, but are not limited to, the following: Responsible for the observance of and compliance with departmental rules, regulations, and standards; respond to alarms and other emergency situations and supervise subordinate fire personnel. In the absence of superior officers, assume command of emergency situations; supervise the maintenance of department equipment, supplies, and facilities; assist the fire-training program by training subordinate personnel in emergency medical techniques, fire fighting and fire prevention methods, techniques, and equipment; assist with coordinating residential and commercial fire inspections and investigating fires of suspicious origin; prepare and maintain required reports and station records including personnel records and requisitions; assist in preparing the department's budget. This position may be assigned to a 40-hour workweek schedule and may be subject to emergency call back. May be assigned fire marshal duties and may be required to work shifts, weekends, and/or holidays.

**QUALIFICATIONS:**

**Training and Experience:** Must have a high school diploma or G.E.D., completed at least 45 college units which includes either 1) 15 units in Fire Science courses or 2) State Certification as a fire officer -AND- five years full-time firefighting experience with the City of Manhattan Beach.

**License:** Must possess a valid California driver's license at the time of employment.

**Special Condition of Employment:** Employees hired after January 7, 1986, cannot have smoked or used tobacco products up to one year prior to employment and must continue as a non-tobacco user during employment.

**Knowledge, Skills and Abilities:** Requires a thorough knowledge of modern practices of fire suppression, fire prevention and emergency medical services principles, procedures, techniques and equipment; general knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations; the ability to exercise sound judgment in evaluating situations and in making decisions; function in crisis situations; supervise staff; communicate effectively, orally and in writing; follow direction; motivate and train subordinate staff and supervise their work; establish and maintain effective working relationships with others.

**PHYSICAL DEMANDS AND WORK CONDITIONS:**

Work is performed primarily in office, vehicle and outdoor settings, in all weather conditions, including temperature extremes, during day and night shifts. Work is often performed in emergency and stressful situations. Will be exposed to loud noise levels and hazards associated with fighting fires and rendering emergency medical assistance. Will occasionally work near moving mechanical parts and in high, precarious places and is occasionally exposed to wet/humid conditions, fumes or airborne particles, toxic or caustic chemicals and risk of electrical shock and vibration.