PART-TIME FIRE LIEUTENANT

POSITION SUMMARY

The Part-Time Fire Lieutenant is responsible for the supervision of a fire company for fire suppression, hazardous material response, rescue operations and emergency medical services. The Part-Time Fire Lieutenant assumes the duties as the Incident Commander if first on scene of an emergency. Part-Time Fire Lieutenants work an average of twenty (20) hours per week.

RESPONSIBILITIES

Essential Duties:

- Responds to alarms as an officer of a firefighting company; performs a variety of firefighting functions, including Incident Command ~~Officer~~.
- Responds as the officer of a fire company to bring basic medical care to citizens of the community.
- Under direction of the Deputy Fire Chief & Assistant Chiefs, prepares and conducts training of company and department personnel as assigned; works with employees to correct deficiencies, and submits training records.
- Responsible to ensure cleanliness of station and maintenance of apparatus, tools, equipment and all other Fire Department property.
- Maintains discipline and insures that firefighters follow department rules and regulations.
- Provides staff assistance to senior officers as appropriate and necessary.
- Coordinates activities with other officers and personnel.
- Maintains proficiency by completing required trainings; maintains all required certifications.
- Performs other duties of a similar nature or level as required.

Knowledge, Skills and Abilities: (position requirements at entry)

- Knowledge of City of Dickinson Fire Department Standard Operating Procedures.
- Knowledge of City of Dickinson Human Resource Manual.
- Knowledge of firefighting principles, practices and procedures
- Knowledge of principles and practices of fire suppression, inspection and fire prevention.
- Ability to operate, maintain, and use firefighting and rescue equipment.
- Skilled at Conflict Resolution.
- Effective communication, oral and written, with supervisors, peers and public (to include adequate hearing, vision and clear speech).
- Ability to use a variety of office equipment, FD communications equipment, related applications.
- Familiar with city streets and geography.
- Knowledge of EMS practices
- Skill in working in crisis situations and dealing with people involved in emergency situations.

RELATIONSHIPS

PART-TIME FIRE LIEUTENANT

Leadership/Supervisory Responsibilities:

- Will supervise a company within the department. Will mentor and provide guidance and training to members of that company. Includes some human resource responsibilities for direct reports.
- Confers with appropriate higher-ranking officer about human resource and operational issues.

SKILLS

Education and Experience (position requirements at entry unless otherwise noted):

- High School Diploma or General Equivalency Diploma (G.E.D.).
- Five (5) years of Volunteer/Part-Time experience as a fire fighter.
- Or an equivalent combination of Fire Service related education and experience sufficient to successfully perform the essential duties of the job.

Special Requirements (position requirements at entry unless otherwise noted):

- Valid ND Driver's License
- AHA BLS Provider Level CPR/AED & First Aid
- ProBoard and/or IFSAC Firefighter I Certification
- ProBoard and/or IFSAC Firefighter II Certification
- ProBoard and/or IFSAC Hazardous Materials Operations Certification
- BlueCard Command Certification (within two years of hire)
- NIMS/ICS 100, 200, 300, 400, 700 & 800

WORKING CONDITIONS

Environment:

- Physical requirements typically include: climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, driving, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing, and repetitive motions.
- May be subjected to hazardous conditions including but not limited to: fumes, odors, dusts, gases, chemicals, poor ventilation, body fluids, extreme temperatures, inadequate lighting, work space restrictions, intense noises, and travel.
- Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.
- Work involves episodes of strenuous physical activity, routine exposure to the threat of physical harm including the threat of loss of life, exposure to hazardous substances, unpleasant working conditions such as adverse weather conditions or the extreme risk of accident or ill health. Threats are difficult to identify or protect against.

Pay Grade: Part Time Fire Lieutenant
FLSA: Non-Exempt
Created: 12/01/2021 by Chief Presnell, HR Nameniuk
Updated: