



JOB DESCRIPTION

Title: **CAPTAIN**
Department: Fire
Class Code: 3325
FLSA Status: Non-Exempt
Effective Date: July 1, 1982 (Rev. 08/2019)

GENERAL PURPOSE

Under general supervision from the Battalion Chief, provides technical supervision and work leadership in taking charge of a platoon in firefighting operations, emergency medical situations, equipment maintenance, training, and other activities.

ESSENTIAL DUTIES

- Participates in all aspects of fire suppression and emergency medical care activities.
- Supervises the firefighting and medical emergency situations in the absence or upon the request of the battalion chief; supervises and conducts training sessions; provides performance evaluation for designated firefighters.
- Supervises preventive maintenance on fire vehicles and on all fire department equipment; provides pre-fire planning advice to local homeowners and businesses; provides general fire information to the public.
- Provides regular training to crew and shift.
- Supervises maintenance to stations and grounds.
- Keeps a daily record of platoon's activities; completes reports daily on each fire or medical emergency.
- Participates in daily physical training; conducts building inspections for fire prevention; provides maintenance of fire hydrants; attends various officers' meetings.
- Serves as shift commander in absence of the battalion chief.
- Work schedule may be adjusted for up to 2 years for special assignments (i.e. 40-hour work week).
- Performs related duties as required.

MINIMUM QUALIFICATIONS

Education and Experience

- Before December 31, 2021:

An associates degree in fire science or related field, Fire Officer I, and a minimum of five (5) years of full time experience with the department.

OR

Fire Officer I certification, at least 30 semester credits (including at least one course in English, grammar, or writing), and six (6) years of full time experience with the department.

OR

Fire Officer I certification, at least one course in English, grammar, or writing, and seven (7) years of full time experience with the department.

- After January 1, 2022:

An associates degree in fire science or related field, Fire Officer I, and a minimum of five (5) years of full time experience with the department.

Special Requirements

- Must possess a valid Utah Driver License.
- Must possess **current** EMT, Advanced EMT or Paramedic certification through the State of Utah Department of Health, Bureau of Emergency Medical Services.
- Must complete department's emergency ambulance driving class.

Preferred Qualifications

- Completion of the Utah Fire Officer Designation Program.
- Experience as a Fire Engineer or Paramedic.

Necessary Knowledge, Skills and Abilities

- Considerable knowledge of all aspects of fire control operations and emergency medical care; considerable knowledge of pre-fire planning methods and techniques; considerable knowledge of proper equipment maintenance and station maintenance.
- Thorough working knowledge of National Incident Management System (NIMS) and the Incident Command System (ICS).
- Skill in all aspects of fire control operation, fire equipment, and station maintenance.
- Ability to effectively train firefighters; ability to create effective working relationships with employees; ability to communicate effectively both verbally and in writing.
- Good computer skills including working knowledge of computer programs such as Microsoft Word, Microsoft Excel, and Image Trend.

TOOLS & EQUIPMENT USED

- SCBA, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, personal computer, phone, personal protective gear.
- All equipment listed on State of Utah's required equipment list for EMT's and paramedics, including but not limited to defibrillators medical suction equipment, cardiac monitors, intubation equipment, IV and medication administration equipment.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

In addition to the physical demands of the job as listed below the employee is encouraged to participate in the department's annual Physical Agility Test (PAT) as described in Murray Fire Department's SOGs. The employee must also be cleared for duty as determined by a physician through required annual or biennial (frequency determined by employee's age) medical screening evaluations and meet Murray City's Health Standards and Requirements for Positions in the Public Safety Service.

- While performing the duties of this job, the employee is frequently required to sit; talk or hear; stand; walk; use hands to manipulate, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- The employee must be able to move objects between 20-50 pounds short distances (20 feet or more), perform duties requiring pulling of 40 pounds or more such as removing hose from apparatus, pulling ceilings, starting power equipment, and opening doors on the apparatus, as well as frequently lift objects weighing 50 to 100 lbs.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee regularly works in outdoor weather conditions, including temperature extremes, during day and night shifts. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents, and oils.
- The employee occasionally works near moving mechanical parts and in high precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration. The noise level in the work environment is usually moderate, except during certain firefighting or EMT/Paramedic activities when noise levels may be loud.
- The employee will be required to work 48 hour and up to 72 hour continuous shifts. During this time the employee may experience several interruptions of sleep, meals and/or other activities. The employee will be expected to perform essential job functions despite the potential for fatigue resultant from extended shift work.

DEPT/DIVISION APPROVED BY: _____ DATE: _____

EMPLOYEE'S SIGNATURE: _____ DATE: _____

H. R. DEPT. APPROVED BY: _____ DATE: _____