

**CITY OF CARLSBAD  
CLASS SPECIFICATION**

**JOB TITLE: FIRE CAPTAIN**

**DEPARTMENT: FIRE DEPARTMENT**

**BASIC FUNCTION:**

Under direction, to perform management, supervisory and technical work in firefighting, 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 firefighting personnel.

Direct firefighting, 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 firefighting 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 citywide 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 firefighting, 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 firefighting 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 firefighting 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:**

Three years of municipal firefighting 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.

**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 Driver's License with Firefighter Endorsement.

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

DATE APPROVED: June 13, 2017