

# City of Americus, GA



**Title: Fire Captain**  
**Class Code: 2006**

## JOB DESCRIPTION

### General Description

The purpose of this class within the organization is to supervise and manage Fire personnel in accordance with city and departmental policies, procedures, rules and regulations.

### Duties and Responsibilities

**The functions listed below are those that represent the majority of the time spent working in this class. Management may assign additional functions related to the type of work of the class as necessary.**

- Supervises and evaluates assigned staff; handles employee concerns, directs work assignment, counsels and disciplines employees when necessary.
- Serves as station officer for multi-company fire station; serves as fire ground commander until relieved by superior officer; plans and assigns personnel and equipment at emergency situations.
- Supervises rescue and fire suppression activities on assigned shift; plans and directs daily operations of station.
- Supervises on-duty personnel in performance of job duties including station activities involving equipment maintenance and clean up.
- Develops pre-fire plans including equipment, water availability, fire exits and number of people; updates territorial maps.
- Administers first response emergency medical care; administers first aid and CPR.
- Researches, develops, and ensures delivery of specialized training programs based on needs.
- Maintains training records for all members and produces reports as required.
- Assumes duties of Battalion Chief as required; conducts periodic meetings with staff and Shift Training Officers to assess departmental training needs and develop drills, evolutions, and procedures to meet these needs.
- Assists in fire drills and mock disasters including set-up and evacuation.
- Participates in mandatory physical fitness program.
- Performs related work as assigned.

### Minimum Education and Experience Requirements:

Requires an Associate's Degree or specialized courses/training equivalent to satisfactory completion of two years of college in Fire Science, Firefighting or closely related field; Must have six years of progressively responsible experience in the full-time paid fire department or closely related experience; Required qualifications may be any equivalent combination of education, training and experience which provides the requisite knowledge, skills and abilities for this job.

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### Physical Demands:

Performs light work that involves walking or standing most of the time and involves exerting up to 20 pounds of force on a regular and recurring basis, or skill, adeptness and speed in the use of fingers, hands or limbs on repetitive operation of mechanical or electronic office or shop machines or tools within moderate tolerances or limits of accuracy.

### Unavoidable Hazards (Work Environment):

Involves routine and frequent exposure to other extreme hazards not listed above such as: traffic; moving machinery; wet and/or humid conditions; electric shocks; heights.

### Special Certifications and Licenses:

Requires the following certifications/licenses Requires the following certifications and licenses: Class F License; Certified Georgia State Firefighter; Licensed Georgia State EMT Intermediate or Higher; National Pro Board Qualifications Firefighter Two; National Pro Board Qualifications Apparatus Operator; National Pro Board Qualifications Hazardous Materials Technician; National Pro Board Qualifications Fire Officer Two; National Pro Board Qualifications Live Fire Instructor; National Pro Board Qualifications Fire and Life Safety Educator

### Americans with Disabilities Act Compliance

The city of Americus is an Equal Opportunity Employer. ADA requires the city of Americus to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.

By signing below, I confirm that I have read the above job description and understand the requirements, duties and responsibilities of the position.

Employee: \_\_\_\_\_ Date: \_\_\_\_\_

Manager: \_\_\_\_\_ Date: \_\_\_\_\_

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