



Title: Battalion Chief

Class Code: 2005

JOB DESCRIPTION

General Description:

The purpose of this class within the organization is to oversee and command emergency incidents and direct shift operations for the Fire Department.

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.

- Commands operations of fire department actions at natural or manmade disasters, tornadoes, bombings, active shooter, mass casualty, Hazmat and other emergency situations; ensures safety of community and emergency responders.
- Supervises and evaluates assigned captains and lieutenants; handles battalion members concerns; directs battalion work assignments; counsels and disciplines members when necessary and completes employee performance appraisals.
- Maintains emergency response coverage of the city of Americus and battalion staffing.
- Enforces departmental standard operating procedures, operational rules and regulations, and safety procedures.
- Attends training, classes, drills, seminars, and meetings.
- Assists Chief in formulating policies and procedures, selecting personnel, and establishing equipment specifications for hazardous material response.
- Reviews and authorizes holiday, vacation, sick leave, and time off.
- Conducts fire station inspections including review of equipment condition and adequacy of supplies; requests equipment purchases and repair; distributes memos and supplies to all city Fire Stations.
- Performs related work as assigned.

Minimum Education and Experience Requirements:

Requires an Associate's Degree supplemented by specialized courses/training equivalent to completion of one year of college in firefighting, fire science or closely related field; Requires ten years progressively responsible experience in municipal 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 medium to heavy work that involves walking, standing, stooping, lifting, digging, pushing and raising objects and involves exerting between 20 to 50 pounds of force on a regular and recurring basis and 50 to 100 pounds of force on an occasional basis.

Unavoidable Hazards (Work Environment):

Involves routine and frequent exposure to toxic/caustic chemicals; explosives; hot and/or humid conditions; moving machinery; traffic.

Special Certifications and Licenses:

Requires the following certifications/licenses Requires the following certifications and licenses: Class F License; Certified Georgia State Firefighter; National Pro Board Qualifications Firefighter Two; Licensed Georgia State EMT Intermediate or Higher; National Pro Board Qualifications Live Fire Instructor; National Pro Board Qualifications Fire Officer 3; National Pro Board Qualifications Hazardous Materials Technician; National Pro Board Qualifications Fire and Life Safety Educator; Chief Officer Orientation Day 1; Chief Officer Orientation Day 2.

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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