

Job Profile Name

Fire Lieutenant

Job Code

1220

Job Profile Summary

Under general supervision, supervises subordinate firefighters and/or operations at the scene of fires and disasters and performs general duty firefighter work.

Job Description

Essential Functions

The information contained in this classification specification is a representative sample of essential and other functions performed in this classification. Specific essential functions are identified for position recruitment or other administrative procedures.

Operations Assignment

Examples of Duties:

1. Responsible for providing direction, supervision and assistance to subordinate firefighters in fire and EMS, the execution of training, drills and inspections; maintenance of fire and EMS equipment and apparatus; and general station upkeep.
2. Responsible to direct and supervise an engine company and other fire units at the scene of fires or disasters.
3. Assist superiors in planning and conducting of training drills and equipment/apparatus operations.
4. Development and delivery of training topics
5. Other than instructions given by superiors in new assignments, works independently in performing regularly assigned duties; work is reviewed through inspections, verbal and written reports.
6. Perform inspections and checks of fire trucks, first aid vehicles, auxiliary and mechanical equipment; and check air masks, extinguishers and truck pumps for proper operation, lubrication and pressure levels.
7. Make adjustments and minor repairs to equipment and apparatus; supervise the use of equipment checklists; maintain and forward related records when required.
8. Responsible for inputting and maintaining all necessary files.
9. Respond to EMS and fire incidents; place equipment and direct firefighting operations.
10. Respond to requests for first aid emergency assistance; set up and operate resuscitator equipment and oxygen; administer first aid.
11. Punctual, regular and reliable attendance is essential for successful job performance.

Prevention Assignment

Example of Duties:

1. Responsible for providing direction, supervision and assistance to subordinate firefighters in the execution of drills, inspections and maintenance of fire investigation equipment and apparatus.
2. Assist superiors in planning and conducting of fire prevention and investigation training.
3. Other than instructions given by superiors in new assignments, works independently in performing regularly assigned duties; work is reviewed through inspections, verbal and written reports.
4. Performs inspections of existing occupancies.
5. Performs basic plan review.
6. Responsible for making adjustments and minor repairs to equipment and apparatus and maintain and forward related records when required.
7. Responsible for inputting, reviewing, and maintaining all necessary files.
8. Respond to requests for first aid emergency assistance; set up and operate resuscitator equipment and oxygen; administer first aid.
9. Punctual, regular and reliable attendance is essential for successful job performance.

Typical Qualifications

Knowledge/Skills/Abilities:

1. Knowledge of modern supervisory and leadership techniques.
2. Considerable knowledge of modern firefighting equipment and methods, of fire control hydraulics and of the methods of fire inspection and fire cause determination work.
3. Knowledge of emergency medical technician practices and of the uses and operation of varied emergency care equipment.
4. Knowledge of incident command system practices.
5. Knowledge of International Fire Code requirements and associated fire safety inspection techniques.
6. Skill in the care and operation of Department equipment and apparatus.
7. Skill in administering medical first aid at the emergency medical technician level.
8. Skill in adult education practices.
9. Ability to assign, instruct and review work of subordinates in a manner conducive to full performance and high morale.
10. Ability to execute fire and disaster plans; and assign and direct work of subordinates under actual and simulated hazardous and emergency conditions.
11. Ability to understand and carry out verbal and written instructions and to prepare and maintain a clear comprehensive shift log, incident reports and equipment control records.
12. Ability to deal tactfully but firmly with the public at disaster scenes.
13. Ability to establish and maintain effective working relationships with other employees, professional groups, public safety agency representatives and the general public.

Experience/Education:

- 1. Four years experience as a full-time paid firefighter, to include a minimum of two years with the Olympia Fire Department required.
- 2. Completion of JATC by date of appointment.
- 2. ~~Graduation from high school or equivalent; completion of college level or equivalent courses in fire science and command; hazardous materials courses above the first responder level; and possession of a Washington State Fire Service Training Level I Instructor course completion certification or equivalent preferred.~~

Special Requirements:

- 1. Possession and maintenance of a Washington State Emergency Medical Technician, EMT-D Certification, is a condition of continuing employment.
- 2. Valid Washington State Driver's License ~~may be required.~~
- 3. ~~A Lieutenant assigned to training must Within one year of appointment complete the Fire Officer Professional Development Task Book for Lieutenant and obtain IFSAC or ProBoard certifications: obtain~~
 - Incident Safety Officer (ISO) and NFPA 1403 Certification within one year.
 - Fire Officer I
 - Blue Card Commander – Blue Card
 - Fire Instructor I
 - ICS 300
 -

Formatted: List Paragraph, Bulleted + Level: 1 +
Aligned at: 0.25" + Indent at: 0.5"

Formatted: List Paragraph, Bulleted + Level: 1 +
Aligned at: 0.25" + Indent at: 0.5"

Formatted: List Paragraph, Bulleted + Level: 1 +
Aligned at: 0.25" + Indent at: 0.5"

Additional Job Description

Supplemental Information

Contacts:

- 1. The Lieutenant will have contact with individuals from all segments of the City's population, often under stressful life or property-threatening situations.
- 2. The ability to manage individuals in a highly agitated state is critical to success of the Department.

Supervision:

- 1. The Lieutenant supervises firefighters in training and at the scenes of fires, disasters or other emergency incidents.

Accountability:

- 1. The Lieutenant is accountable for properly training and supervising firefighters in the performance of

their assigned work and the proper maintenance of the station, equipment and apparatus.

Working Conditions:

1. The Lieutenant will work in circumstances varying from the classroom, an office, or at the scenes of fires and other emergency incidents.
2. Due to the nature of the work, Lieutenants work in unpredictable circumstances involving the threat or actual presence of physical harm.
3. The work contains an element of personal danger.
4. A Lieutenant assigned to Training works primarily in an office and will be assigned to a day shift schedule.

The City of Olympia is an Equal Opportunity Employer, committed to a diverse workforce. Women, people of color, and people with disabilities are encouraged to apply.

Management Level

- 5 Supervisor

Job Category

- Civil Service

Job Classifications

- Professionals - Professionals (United States EEO-4)