

Fire Captain Job Description

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job. Employees acting in this position will be held to this standard as well as that of their assigned rank.

Summary Job Description

Responds to fire alarms, emergency medical calls, and other emergency calls to protect life, property and the environment. Commands all subordinate personnel in daily activities as well as during emergency and non-emergency operations. Participates in fire training, fire prevention, public education, station and equipment maintenance. Reports to battalion chief. Medical direction is received through EMS protocol and medical director. Supervises Engineers, firefighters, and auxiliary positions. May be required to act as Battalion Chief.

Representative Duties and Knowledge

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Responds to emergencies including, but not limited to, structure fire, wildland fire, vehicle fire vehicle accidents, injuries, trapped people or animals, fallen trees, down power lines, gas leaks, flooded structures, hazardous substances, and trail rescues
- Assumes command of emergency scene until relieved by a chief or company officer
- Provides direction and necessary information to the engineer en route to emergency and non-emergency calls
- Communicates with dispatch throughout emergency and non-emergency calls
- Places fire hoses, operates fire streams, sets ladders, ventilates and enters burning structures to extinguish fires and perform rescue services; has an understanding of fireground command, strategy, and tactics
- Performs salvage and overhaul operations during and after fires to remove hazards and prevent water damage
- Stands fire watch
- Lays hose, directs fire streams, constructs fire line, takes weather readings, and has an understanding of wildland/urban-interface command, strategy and tactics
- Understands the use of personal protective equipment and SCBA
- Knows the location of, and how to set up and use all medical equipment within EMT-B scope of practice and SBC EMSA policies and protocols; assists MTO and other agency paramedics when necessary
- Understands rescue operations and procedures
- Has an understanding of the Incident Command System as it applies to all emergencies
- Is able to safely and effectively operate all fire department equipment necessary to perform job duties including, but not limited to generators, pumps, ventilation fans, power saws, hand tools, and hydraulic tools

- Drives fire department vehicles; maintains proper licensing as required by CA DMV for fire department apparatus
- Inspects and performs maintenance on fire hydrants
- Has an understanding of hazardous materials operations, and performs decontamination procedures in compliance with CalOSHA regulations
- Plans and supervises the daily activities of assigned crew
- Prepares reports and documentation of emergency calls, public service calls, and training
- Manages an assigned portion of the Montecito weed abatement program
- Investigates customer complaints and takes the appropriate action
- Maintains daily personnel roster and manages trade and time-off requests
- Enforces departmental rules and regulations, and recommends disciplinary action when necessary
- Conducts annual evaluations of subordinates
- Performs commercial occupancy inspections, participates in fire prevention demonstrations, and has an understanding of fire prevention strategies and codes
- Participates in drills, and classes as directed
- Maintains fitness through a self-directed physical fitness program
- Presents programs and participates in the department's public relations programs as assigned
- Maintains a clean professional appearance, and behaves in accordance with the code of conduct at the Montecito Fire Protection District
- Is familiar with the policies, procedures, rules and regulations of the Montecito Fire Protection District
- May be assigned special projects by a chief officer
- In the event of a major fire or emergency, may be called in from off duty to work an extended period of time; may be scheduled to work on days off when an open shift cannot be filled in accordance with force hire policy; may be sent to emergencies in other areas for an extended period of time
- Possesses the basic math skills necessary for fire pump calculations, USAR shoring calculations, and other job functions

Abilities

- Command personnel during emergency and non-emergency operations
- Perform competently under extreme pressure and in stressful situations
- Make accurate observations and rapid judgments
- Understand a variety of procedural instructions; written and oral, and convert to proper actions
- Give oral instructions to others
- Work with outside agencies
- Prepare clear, concise, accurate written reports
- Deal tactfully and effectively with the general public and co-workers
- Work cooperatively with others and contribute to a successful team effort
- Maintain physical endurance and agility

- Demonstrate an awareness and appreciation of the cultural diversity of the community
- Uphold the code of conduct of the Montecito Fire Protection District

Minimum Qualifications

2015

Four years of full time firefighter experience; at least 3 with the Montecito Fire Protection District

EMT-B certification

CPR for the Professional Rescuer or equivalent certification

AED certification

State Fire Training Certified Firefighter I and Firefighter II

State Fire Training Fire Officer Certification eligible

I300

S234

S270

S290

S215

Class B or C California Driver's License with Firefighter endorsement.

Initiated Fire Captain task book

Must not have been convicted by a state or by the federal government of a crime, the punishment for which could have been imprisonment in a federal or state prison.

2017

Five years of full time firefighter experience; at least 3 with the Montecito Fire Protection District

EMT-B certification

CPR for the Professional Rescuer or equivalent certification

AED certification

State Fire Training Certified Firefighter I and Firefighter II

State Fire Training Fire Officer Certification eligible

Heavy Rescue (Rescue Systems 1 & 2, Trench Rescue, Confined Space Rescue and Low Angle Rope Rescue)

I300

S234

S270

S290

S215

Class B or C California Driver's License with Firefighter endorsement.

Completed Fire Captain task book

Must not have been convicted by a state or by the federal government of a crime, the punishment for which could have been imprisonment in a federal or state prison.

2020

Five years of full time firefighter experience; at least 3 with the Montecito Fire Protection District

EMT-B certification

CPR for the Professional Rescuer or equivalent certification

AED certification

State Fire Training Certified Firefighter I and Firefighter II

State Fire Training Fire Officer Certification eligible

Heavy Rescue (Rescue Systems 1 & 2, Trench Rescue, Confined Space Rescue and Low Angle Rope Rescue)

I300

S234

S270

S290

S215

Class B or C California Driver's License with Firefighter endorsement

Completed Fire Captain task book

Associate of Arts or Science degree in any field

Must not have been convicted by a state or by the federal government of a crime, the punishment for which could have been imprisonment in a federal or state prison.

Desired Qualifications

Strike Team Leader (S-334)

Fire Behavior (S-390)

Investigation 1B

Other Requirements

Successfully complete 12 month probationary period.

Physical Demands and Working Environment

The conditions herein 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 job functions.

Physical:

Primary functions require sufficient physical ability to work both indoors in an office-type setting and outdoors in extreme weather conditions. Continuous sitting and upward and downward flexion of neck; side-to-side turning of neck; twisting and bending at the waist; and reaching below the shoulders; lifting and carrying of objects weighing up to 100 pounds. Frequent standing; walking and walking on uneven ground; reaching at and above the shoulder; power grasping, and pushing and pulling of objects and equipment; fine finger dexterity, simple grasping and repetitive use of hands to manipulate equipment controls, keyboard and other office

equipment. Occasional running, crawling, kneeling, climbing, balancing and squatting; lifting and carrying objects more than 100 pounds with or without assistance.

Environment:

Exposure to extreme heat, cold, humidity and temperature swings working indoors and outdoors; excessive noise of emergency equipment; the noise level may be very loud when responding to emergency calls and when working at a fire or other emergency incident; exposure to dust, gases, chemicals, smoke, and blood-borne pathogens; occasional exposure to explosives at fires or other hazardous materials calls; works in and around heavy equipment with exposure to moving mechanical parts; exposure to vibration from equipment and vehicles; operations of foot controls or repetitive foot motion; may work at substantial heights; wears appropriate personal protective equipment including goggles, ear plugs or other auditory protective equipment, face protector, turn-outs, safety shoes, gloves and a self-contained breathing apparatus.