

DIVISION CHIEF (FIRE) SUPPORT AND LOGISTICS

Definition

Under general direction of the Fire Chief, the support and logistics chief is responsible for the planning, organization, direction and coordination of the support and logistics activities of the department; to work with the other managers to assure the coordinated delivery of all departmental programs; to provide command and control of emergency incidents; and to do related work as required.

Examples of Duties

Duties may include, but are not limited to, the following: Assists in planning, directs facilities, apparatus and equipment maintenance and repair activities of shift personnel; supervises occupational health and safety programs of department personnel; responds to alarms when on call, or when overhead is required; assumes a command or support role upon arrival at emergencies unless relieved by another officer; inspects stations, apparatus, equipment, for adequate maintenance and repair; prepares records and reports; works with departmental personnel to complete division responsibilities; cooperates and participates in the development of departmental programs; provides appropriate direction and control of personnel assigned to his supervision; is responsible for condition of facilities, apparatus, equipment and grounds under control of the fire department; is responsible for the maintenance and purchase of equipment and operational supplies; manages the occupational Health and Safety program; may act as Fire chief in his absence.

Employment Standards

Education and Experience

Any combination of education and experience equivalent to the completion of two years of college with an. A.A. or A.S. degree and two years supervisory experience in the fire service, supplemented by college courses in fire technology or related fields.

Knowledge and Abilities

Knowledge of: Modern fire management principles and practices; knowledge of the principles and practices of fire prevention and control; knowledge of the use and maintenance of emergency equipment and apparatus; knowledge of departmental rules and regulations; knowledge of city geography, hazards, and emergency response resources, such as personnel, equipment water supply, communications; knowledge of State and local codes related to fire and life safety; knowledge of first aid; knowledge of hazardous materials control and response; knowledge of the Incident Command system; knowledge of modern fire apparatus, station, and equipment requirements and specifications; knowledge of the city's loss history and education needs; knowledge of occupational health and safety techniques and process; ability to operate all types of emergency equipment assigned to the fire department, and to instruct others in such operation; ability to plan, direct, and assure completion of work; ability to maintain effective discipline and morale; ability to complete research, prepare records, reports and complete staff work; ability to establish and maintain effective working relationships with fellow employees and the public; physical condition, endurance and agility.