

**Job Title:** Assistant Chief (56 Hr. or 40Hr)

**Job ID:** 14960

**Location:** Orange County Fire Rescue

### **Overview**

Orange County Fire Rescue is seeking a highly qualified leader to manage, coordinate, and direct various units within the department. This position may assist with programs evaluation, assign personnel to shifts, respond to fires, participate in rescue missions, emergency medical alarms, and may be required to assume command at the scene of emergency operations.

In addition, the department is recruiting for a leader who demonstrates moral courage by adhering to high ethical standards and choosing the difficult right over the easy wrong. **Are You That Leader?**

### **Representative Duties**

- Manages, coordinates, and directs various work units in the Orange County Fire Rescue Department. Examples of these may be Operations, Emergency Medical Service, and Training or any other work group as assigned. Position may be reassigned, as necessary, to meet the operational needs of the department.
- Manages projects, as assigned.
- Assists the Fire Chief in addressing program evaluation requirements including, but not limited to, technology advances, accreditation, Insurance Service Office rating, quality assurance issues, National Fire Protection Association (NFPA) Standards, Fire Prevention Code, and compliance issues.
- Supervises personnel in both emergency and non-emergency settings. Responsible for ensuring all personnel assigned to the unit(s) adhere to County and Department policies, rules, and standard operating procedures. Responsible for hiring and discharge employees. Assists and may participate in labor/contract negotiations.
- Reviews and develops operational procedures. Determines areas of focus for training programs, conducts research and prepares materials to be used for fighting training programs. Perform other training functions as assigned.
- Analyzes job performance and develops programs to enhance operational efficiency and effectiveness. Plans, organizes, directs, coordinates and evaluates the delivery of emergency medical services.
- When assigned shift command responsibilities, responds to fire, rescue, emergency medical alarms, and may direct the activities at scenes of structural and other major fire-related emergencies, medical emergencies, serious trauma situations, disasters, and rescue related emergencies. Coordinates emergency activities with other agencies in first response or mutual aid situations.
- May be required to take command of emergency operations. Capable of performing all regular duties of a Certified Orange County Firefighter. Performs as Incident Commander for Fire Rescue response.
- As assigned, required to be on call as Command Officer/Supervisor of Special Risk Class members, whose duties include operational on the scene fighting of fires and other emergency activities.
- Provides advice/instruction regarding emergency services practices to the County, private sector, and governmental agencies.
- Investigates complaints from the public. Conducts employee investigations, pre-determination hearings and grievances.
- Performs other related duties as assigned.

### **Minimum Qualifications**

Bachelor's degree from an accredited institution approved by the United States Department of Education in Fire Science, Public Administration, Business Administration, or closely related field and two years' experience as a Battalion Chief or equivalent level position.

Must possess and maintain a State of Florida Firefighter Certification, State of Florida Emergency Medical Technician or Paramedic and Fire Officer II within 18 month from the date of hire.

Applicants certified with Fire Officer I prior to November 18, 2013, must possess a State of Florida Fire Officer I Certification.

Applicants certified with Fire Officer I after November 18, 2013, must possess and/or obtain a State of Florida Fire Officer II Certification.

Must possess and maintain a valid Florida Driver's License.

### **Preferences**

Master's degree from an accredited institution approved by the United States Department of Education in Fire Science, Public Administration, Business Administration, or closely related field.

Possess State of Florida Firefighter Certification, State of Florida Emergency Medical Technician or Paramedic Certification and State of Florida Fire Officer I Certification or Fire Officer.

Fire Officer III Certification or above from the State of Florida

Completion of the Executive Fire Officer Program provided by the United States Fire Administration/National Fire Academy

Chief Fire Officer Designation through the Centers for Public Safety Excellence

### **Notes**

#### **PHYSICAL ABILITY TEST:**

Selected candidate must successfully pass the Department Physical Ability Test prior to the hiring date.

#### **TESTING PROCESS:**

The assessment process will include a writing exercise, situation exercise and oral interview. Candidates will be notified of date, time, and location.

#### **ASSIGNMENT:**

Based on area of assignment candidate selected for promotion may be assigned as Assistant Chief 56 hour (Job Code 4609) or Assistant Chief 40 hour (Job Code 4610).

Assistant Chief 56hr Salary Range: \$72,182.00-\$114,172.00

Assistant Chief 40hr Salary Range: \$72,176.00-\$114,254.00

### **Application Deadline**

Opening Date: October 15, 2014

Closing Date: November 23, 2014

Subject to close prior to closing date.

To apply please visit: [www.orangecountyfl.net](http://www.orangecountyfl.net)

**ALL CANDIDATES MUST COMPLETE ON-LINE APPLICATION AND INCLUDE A MINIMUM OF 10 YEARS OF WORK HISTORY.**

**Previous applicants do not need to reapply**

**Salary**

\$72,176.00 to \$114,254 yearly