



Fire Captain

Job Specification
Classification: Competitive
Series: Fire Service

DISTINGUISHING FEATURES OF THE CLASS: Employees in this class have the responsibility of being in charge of an assigned fire company and the responsibility of directing the work of a company at fires, emergency situations and in the station. In the absence of a superior officer at the scene of an incident, a high degree of responsibility for the protection of lives and property is required. Station and equipment are regularly inspected by and work is performed under supervision of this officer. Supervision is exercised over a small number of firefighters assigned to their company.

EXAMPLES OF WORK ACTIVITIES: (Illustrative only)

- Supervises activities of a fire company members at the station, and at the scene of a fire, other emergency or company assignments;
- Checks to ensure that firefighters are properly assigned tasks for fire suppression, hazardous conditions, technical rescue and medical responses;
- Directs fire suppression, rescue, laddering, ventilation, salvage and overhaul operations during and immediately following a fire;
- Oversees custodial and minor maintenance activities at a station;
- Inspects equipment, grounds, and station to ensure proper order and condition;
- Inspects buildings for hazardous conditions and reports deficiencies;
- Checks subordinates duty performance and makes suggestions for better execution of work;
- Makes reports of personnel and activities, including breach of duty or inefficiency;
- Conducts educational programs on fire prevention for the general public;
- Directs the maintenance and repair of fire fighting and emergency response equipment;
- Trains and drills subordinates;
- Performs evaluation of subordinates and informs supervisors of deficiencies;
- Ensures that subordinates are adequately informed and prepared to do assigned tasks;
- As the apparatus co-driver, relays radio communications and Mobile Data Terminal updates;
- Oversees the gathering of information for pre-incident planning, and sees that it is placed in proper format.

FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

- Modern firefighting and fire prevention principles, practices, and equipment;
- Safety precautions used in firefighting and emergency operations;
- City fire prevention laws, ordinances, and regulations;
- Geography of the city;
- First aid methods and protocols;
- Rules and regulations of the department and use and maintenance of firefighting and other equipment;
- City building code.

Ability to:

- Recognize hazardous conditions and take appropriate steps to isolate/mitigate conditions;
- Use computers and related software;
- Plan and supervise the work of subordinates and maintain discipline;

Resourcefulness; sound judgment in emergencies;
Good physical condition.

MINIMUM QUALIFICATIONS:

Five (5) years of satisfactory experience as a firefighter in the City of Watertown Fire Department.

SPECIAL NECESSARY REQUIREMENTS:

Must possess and maintain a valid NYS Driver's License when operating a city vehicle.

SPECIAL LICENSING REQUIREMENTS: Must attain National Certification as a Fire Service Instructor I within first 12 months of appointment.

Classification history:

Revised: 10/2001, 10/15/2013, 3/18/2014, 11/15/2016