

**Town of Winslow, Maine
Position Description**

Position Title: FIRE CAPTAIN
Department: Fire
FLSA Status: Non-Exempt
Reports to: Deputy Fire Chief
Fire Chief

DEFINITION

This is supervisory and skilled firefighting work in directing the activities of a fire company and/or shift in firefighting, in driving and operating pump and ladder trucks, in the maintenance of stations, vehicles, equipment, in personnel, clerical work, training and long-range training programs, and equipment response.

Under the general regulations of the department and the directions of a superior officer, a fire captain has direct command over a number of firefighters in an assigned shift, and has responsibility for the effective combating of fire, unless otherwise directed or relieved of command by a superior officer, and he exercises direct supervision over the men of his unit, with responsibility for participating in all firefighting activities and ensuring the safety of all personnel involved. The work is performed in accordance with the departmental regulations and is subject to review by the Fire Chief, but it requires the use of considerable independent judgment and the ability to think quickly and to make sound decisions in emergencies.

Employees of this class also drill and instruct their subordinates.

Location: The position is located at the Winslow Fire Station, 114 Benton Avenue.

EXAMPLES OF WORK

(The following are illustrative of the duties and responsibilities associated with this position and are not intended to be all-inclusive. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment of the position.)

Responds to fire alarms during assigned shift; drives and operates rescue, pumps and ladder trucks; determines what equipment and apparatus will be used; makes decisions as to the best methods of extinguishing fires; directs firefighters at work until relieved of command by a superior officer; directs salvage operations; acts as first in command of all firefighting operations until relieved by the Fire Chief and/or a superior officer.

Makes regular inspections, during assigned shift, of personnel, quarters, equipment and records, and reports on conditions, making recommendations of repairs or maintenance. Participates in fire training activities, including drills, lectures, demonstrations and other instructional methods. At the station, in the absence of a superior officer and as assigned, supervises administrative details, recommending discipline; makes requests for repairs, equipment, and supplies; review company activities, personnel, and operations, and makes recommendations.

Supervises the keeping of fire apparatus and equipment in readiness; inspects apparatus and equipment to determine need for maintenance and repair work.

May conduct field inspections of structures and incinerators pertaining to fire prevention in accordance with fire safety laws; supervises, as directed, the laying of hose, operation of vehicles, equipment and personnel, directing water streams and pressures, placing ladders, ventilating buildings, placing of salvage covers; coordinates rescue work with rescue unit drivers.

Respond to rescue calls, fire alarms and hazardous materials incidents, along with other fire department units; respond to calls for rescue from other departments and agencies; must be proficient in operating all department power equipment including reciprocal saws, port-a-power hydraulic ram, ventilating equipment, airbags, splints, Hurst & Holmatro hydraulic tools, high angle and below grade rescue equipment, and all department owned watercraft. Remove persons from danger; administer first aid to injured persons; perform salvage operations; attend classes in rescue and evacuation work; participate in rescue drills, fire and related subjects; give courses of instruction when called upon to do so on equipment for both rescue and fire apparatus; clean and service assigned apparatus and maintain it in a condition of readiness; report mechanical failures or difficulties to supervisors; perform related work as required.

Prepares personnel records and fire reports regarding pay records, etc., supplies, inventories, purchases, and other matters pertaining to company or shift and its equipment.

Performs related work assignments delegated by the Fire Chief or the Deputy Fire Chief.

EXPERIENCE AND TRAINING

Equivalent combination of training and experience (8 years of active participation in the fire service with at least 3 years at the supervisory level. Must have served a minimum of 2 years as a career Lieutenant for the Town of Winslow).

High school diploma or equivalent

Current Commercial Driver's license (Class B) with air brake and tank endorsements

Fire Science Associates degree or higher preferred but not required

Current Maine State or National Registry EMT License

ICS 300 and 400.

Pro Board or IFSAC Certified Firefighter I and II; meeting NFPA 1001 requirements

Pro Board or IFSAC Certified Instructor I and II; meeting NFPA 1041 requirements

Pro Board or IFSAC certified Fire Officer I and II, Fire Officer III and IV preferred; meeting NFPA 1021 requirements

Pro Board or IFSAC Certified Hazardous Materials Technician; meeting NFPA 1072

KNOWLEDGE, SKILLS AND ABILITIES

Thorough knowledge of modern firefighting methods and equipment and of fire prevention methods.

Thorough knowledge of the geography of Winslow, including the location of streets, fire hydrants, and major fire hazards.

Thorough knowledge of the operation and maintenance of the various types of apparatus and equipment used by the fire department and ability to supervise the effective use of apparatus and equipment.

Thorough knowledge of departmental policies and regulations and of the laws and ordinances effecting fire department operations. When not being directly supervised, must have the ability to analyze situations correctly and quickly and to adopt effective courses of action, giving due regard to surrounding hazards and circumstances.

Ability to direct the planning, assignments, instructions and the work of subordinate employees under standard operating

conditions and emergency conditions.

Ability to establish and maintain effective working relationships with subordinates, other town officials and the general public.

SPECIAL ABILITIES

The following is a list of equipment used by fire department personnel. The equipment is labeled with approximate weights that a firefighter would have to wear, carry, use or operate.

Turnout Gear - clothing a firefighter has to wear when responding to any emergency: boots, pants, coat, hood, helmet, gloves, spanner; could weigh up to 25 lbs.

Self-Contained Breathing Apparatus (SCBA) - a firefighter must wear an SCBA when involved in firefighting; 42 lbs.

Tools - a firefighter would, at times, have to carry and/or use the following tools:

Halogen	12 lbs
Fire Axe	5 lbs
24 Foot Extension Ladder	63 lbs
Roof Ladder	32 lbs
Fire Extinguishers: Co ²	46 lbs

Equipment - a firefighter would, at times, be asked to use, lift and/or carry the following equipment:

Ventilation Saw	34 lbs
Ventilation Fan	43 lbs
Forestry Back Tank (filled with water)	53 lbs
Salvage Cover	31 lbs
Foam (5 gallon can)	48 lbs
Deluge Gun (with help)	113 lbs

Hose - a firefighter will, at times, be asked to lift, use, pull and/or carry the following denominations of hoses: 1" booster hose; 1 1/2" attack hose; 1 3/4" attack hose; 1 1/2" attack hose; 4" water supply hose.

100' x 4" hose	98 lbs
200' x 1 3/4" hose	74 lbs

Supervisory Responsibilities: Assumes direct command of firefighters in an assigned company or shift. Supervise all operations and activities on the shift.

The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required.

***External and internal applicants, as well as position incumbents who become disabled as defined under the Americans With Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.**