

## FIRE & RESCUE CAPTAIN

**Department:** Fire Rescue                      **Classification/Grade:** 21  
**Division:** Fire Suppression                      **FLSA Status:** Non-Exempt  
**Reports to:** Deputy Chief                      **Date Approved:** \_\_\_\_\_

*Job descriptions/specifications are only intended to present a descriptive summary of the range of duties, tasks, and responsibilities associated with a specified position. Therefore, descriptions/specifications may not include all duties performed by the individual. In addition, description/specifications are intended to outline the minimum qualifications necessary for entry into the position/class and do not necessarily convey the qualifications of incumbents within the position/class.*

**DEFINITION:** Under general supervision, performs responsible public safety work involving the protection of life and property. Responds to emergency calls to provide fire suppression, rescue and EMS work. Participates in fire prevention, station maintenance and training activities. Performs general supervision of shift employees. Performs public education, and responds to and assists in mitigation of hazardous materials incidents.

### **ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES**

**(Essential functions are those functions that the individual who holds the position must be able to perform unaided or with the assistance of reasonable accommodation.)**

1. Serve as a representative of the City of Mesquite, demonstrating a positive attitude and progressive actions through the display of professionalism, courtesy, and appropriate tact and discretion in all interactions with other employees and with the public.
2. Respond to fire and EMS related incidents and assume responsibility for supervision and incident command as necessary.
3. Drive and operate department apparatus in emergency and non-emergency situations.
4. Assist in department projects and activities with responsibility for supervising, directing, conducting and organizing; training, stations and equipment maintenance, fire prevention and other projects as may be assigned.
5. Required to wear self-contained breathing apparatus and enter toxic and/or hazardous atmospheres to perform rescue and fire suppression activities; position and climb ladders to gain access to upper levels of buildings; work at heights of 10+feet, ventilate burning buildings by opening windows and skylights or homes in roofs and floors and use of smoke ejectors.
6. Participate in and supervise salvage and overhaul operations.
7. Participate in and supervise the handling and clean up of hazardous materials spills and incidents as assigned.
8. Remove persons from danger.
9. Move objects weighing 50 pounds or more, including but not limited to, five-inch fire hoses, smoke ejectors, and salvage equipment, for distances more than 20 feet.
10. Perform duties requiring frequent pulling of 40 pounds or more, such as removing hose from apparatus, pulling ceilings, starting power equipment and opening doors on apparatus.
11. Administer to persons who may pose health, bloodborne and airborne pathogenic risks.
12. Required to wear bio-hazardous personal protective equipment.
13. Required to participate in various community related programs.
14. Inspects, performs and supervises general maintenance and minor repairs to department facilities, apparatus, city hydrants and equipment.
15. Participates in and supervises routine cleaning of vehicles, equipment and facilities.
16. Required to participate in physical fitness programs and maintain specified fitness level.
17. Perform assigned fire inspections and conduct pre-fire planning.
18. Prepares and maintains reports and records of activities, incidents, inspections or other information.

19. Assists in investigation of fire incidents by securing the fire scene, identifying evidence and providing written and verbal reports of the incident.
20. Conduct tours of station facilities and provide basic information of fire department activities to the public.
21. Participate in fire and EMS training related courses, reading and studying of assigned materials related to fire fighting prevention, suppression, rescue, EMS, and related life and property protection activities.
22. Dependable and meet acceptable attendance requirements at all times
23. Follow all applicable safety rules and regulations.
24. Assist in evaluating employee performance and behavior, and recommend discipline and commendations.
25. Follow department Standard Operating Procedures.

### **OTHER JOB FUNCTIONS**

- A. Protect confidential information by preventing unauthorized release, both verbal and/or writing.
- B. Perform other related duties as assigned.

### **QUALIFICATIONS**

The degree of knowledge and ability as outlined under this section is that which is necessary to satisfactory perform the essential functions of this position.

#### **Knowledge of:**

- Safety standards, procedures, and precautions utilized in firefighting activities
- The safe and appropriate use of firefighting equipment and related tools.
- Fire suppression, prevention and EMS techniques, practices, and methods.
- Supervision and leadership of employees.
- The Incident Command System.

#### **Ability to:**

- Learn a variety of methods and tasks in fire fighting, fire prevention and EMS related activities.
- Effectively and safety drive and operate the full range of fire apparatus and equipment used by the Department.
- Use self-contained breathing apparatus and protective clothing to prevent exposure to hazardous materials and infectious diseases.
- Engage in moderate to strenuous physical activity which may require long working hours under emotional stress.
- Exercise a high degree of self-discipline.
- Tolerate extreme fluctuations in temperature while performing job duties.
- Participate in physical fitness programs and comply with department medical and fitness requirements.
- Make decisions and use discretion and judgment.
- Direct the work of others at an incident scene as well as non-incident work related assignments
- Establish goal, objectives and effectively plan and organize the daily activities of shift personnel.
- Understand and follow oral and written directions promptly and accurately.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Pass Motor Vehicle Record/Insurance inquiry
- Work at fire scenes and other emergencies, which may involve strenuous physical exertion, often under adverse climatic conditions. In these situations, the employee is subjected and exposed to dangers and hazards, which could result in severe injuries.

#### **Special Requirements**

- Must be an U.S. citizen or provide proof of employment eligibility to work in the United States.
- Residency Requirement: Must be able to respond within 30 minutes from residence.

#### **Experience, Education and Training:**

Any equivalent combination of training, education and experience which provides the individual with the required knowledge, skills, and abilities to perform the job. A typical way to obtain the required knowledge and abilities would be:

Education: High school diploma or G.E.D and Associates degree in Fire Science, EMS or closely related field. Bachelor's degree preferred.

**Required:**

Experience: Minimum five (5) years full time experience with Mesquite Fire & Rescue.

License or Certificate: Must possess, at the time of employment and continuously throughout employment the following; a valid Nevada Fire Officer II Certification. May test upon proof of Fire Officer I certification but must be certified as Nevada Fire Officer II within six (6) months of appointment as Fire Captain. Must Possess a Nevada EMT – B, Nevada EMT – I, or Nevada Paramedic Certification and a valid Nevada Class “C” driver’s license and any required endorsement.

**WORKING CONDITIONS:**

Work is performed under the following conditions:

Work is performed in the fire station while sitting, standing or walking and at emergency sites in varying and extreme weather conditions. A Fire Captain is required to wear protective gear, carry appropriate tools and wear a self contained breathing apparatus, weighing a combined total of 100 lbs. Operate a computer and relevant software.

**Physical Requirements:**

Physical demands needed are vision to distinguish among colors including the color of smoke and flame in order to determine type or source of the fire, or to identify other potentially dangerous situations; hearing to hear a variety of warning devices and alarms, gas leaks, or calls for help and speech to communicate in person. Physical exertion is required due to constant bending, kneeling, sitting, squatting, twisting, walking, reaching, stooping, climbing ladders, pulling hoses, moving heavy objects and crawling through tight spaces. Must carry/lift/push or pull materials, equipment, and persons exceeding 50lbs and may be required to work at heights in excess of 20 feet. Subject to 24 hour call back for emergency conditions.

**Job Hazards/Risk Factors:**

Employees risk physical hazard from mechanical and electrical equipment, heavy equipment, hazardous fire conditions, smoke, chemicals, dust, fumes, gases, bio-hazards such as blood borne pathogens, drug paraphernalia and other hazardous materials, falling debris, unstable building and extreme heat.

**Special Conditions**

Prospective candidates for employment must pass the Department’s physical agility test. Prospective candidates will be required to submit to an extensive background investigation. Prospective candidates must pass pre and post-job comprehensive medical examination, and a drug screen. After positive results, in all required areas, employment can then be offered.

**It is a condition of employment that any Fire & Rescue service employee hired into the Fire & Rescue Department after March 1, 2004, not use tobacco both on and off duty for the duration of employment with the City.**

The City of Mesquite is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodation to qualified individuals. The City of Mesquite encourages both incumbents and individuals who have been offered employment to discuss potential accommodations with the employer.

Revised and approved April 2004  
Revised and approved Feb 2007  
Revised and approved Aug 2009  
Oct 2009