

JOB OPPORTUNITY

HARRISON TOWNSHIP FIRE DEPARTMENT

Harrison Township Fire Department has an opening for one full time Battalion Chief. This position is a 24 / 48 shifted position.

QUALIFICATIONS:

- State of Ohio Certified Level 2 Firefighter
- State of Ohio Certified EMT-Paramedic
- State of Ohio Certified Fire Inspector
- State of Ohio Certified EMS Instructor
- State of Ohio Certified Fire Instructor
- Hazardous Materials Technician
- Arson Investigator
- Advanced Cardiac Life Support Provider
- Valid American Heart CPR Healthcare Provider Card
- Greater Miami Valley EMS Council Protocols
- NIMS ICS-100, ICS-200, ICS-300, ICS-400, ICS-700, ICS-800 Training Certificates
- Must Have Fire Officer I - NFPA 1021
- Must Have Fire Officer II - NFPA 1021
- Associates degree in Fire Science or related field (preferred)

(Fire Chief may waive certain requirements)

COMPENSATION & BENEFITS

Annual Salary range is \$64,526 to \$79,011 plus overtime. Entry rate is contingent upon candidates experience, qualifications, and related skills, knowledge and ability. Excellent benefits.

RESPONSIBILITIES:

The listed responsibilities are not limited to the following:

- Performs all physical and mental functions associated with fire suppression, EMS, fire prevention and station and equipment maintenance activities.
- Administer emergency aid to sick and injured persons.
- Uses equipment such as fire extinguishers, pry bars, hooks, ropes, aerial ladders, power tools and self contained breathing apparatus.

RESPONSIBILITIES (Continued)

- Coordinates and assists with budget requests, makes major purchases, maintains inventory and procures supplies and equipment, as directed.
- Plans, coordinates and performs fire prevention and pre-fire planning inspections.
- Recommends and implements operational procedures and guidelines, as directed.
- Assists residents with questions or concerns relating to fire, EMS and rescue operations.
- Oversees the daily operations of the Fire Department, as directed.
- Responds to fire and EMS alarms to direct and supervise fire companies in emergency operations.
- Oversees the maintenance, testing, inspection and upkeep of fire hydrants.
- Acts as Safety Officer during incidents, if necessary.
- May assume command duties on emergencies.
- Conduct fire incident investigations and prepares fire reports.
- Performs administrative staff activities as requested.
- Conducts safety education as assigned.
- Reinforces policies and procedures through correct measures to include progressive discipline and education.
- Uses a personal computer and related software programs to create spreadsheets, reports and correspondence.
- Performs new employee orientations.
- Evaluate job performance of subordinates.
- Works in all weather conditions and in all terrain conditions.
- Provides excellent customer service.
- Handles confidential information appropriately.
- Understands and follows oral and written instructions.
- Reliability, which includes regular and predictable attendance, punctuality and timely and efficient completion of assigned duties.
- Promotes, gets along and works in a harmonious relationship with others.
- Attends meeting and trainings as assigned.
- Other duties as assigned

Candidates interested in this position must submit a cover letter, resume' and a completed application to the attention of Chief Mark Lynch. Applications are available on the Harrison Township website harrisontownship.org Click on resources and then employment opportunities. Be sure to choose the Fire Department Application.

We do not accept faxed application packets.

Packets may be delivered or mailed to the Harrison Twp. Govt. Center, 5945 North Dixie Drive, Dayton Ohio 45414

Emailed to mlynch@harrisontownship.org

Packets must be postmarked by due date to be considered.

Application packets must be received by Friday December 7, 2018, 2:00 p.m. Incomplete submittals will not be considered.

Harrison Township is an equal opportunity employer