

**FIRE CAPTAIN****DEFINITION**

Under direction serves as company commander performing, directing and supervising activities of a company in the performance of duties to prevent or limit loss of life and property in emergency situations; may also serve as station commander, planning, directing and coordinating activities of one or more companies; may be assigned to a 40-hour administrative assignment; performs specialized duties as assigned; performs other related work as required.

**DISTINGUISHING FEATURES**

Positions in this class may perform duties relating to multiple companies. Work in the class is distinguished from that of lower classifications by a broader scope of responsibility and the performance of specialized assignments. Work performed may vary depending upon duty assignment.

**EXAMPLES OF DUTIES**

The following list of duties is intended only to describe the various types of work that may be performed and the level of technical complexity of the assignment(s) and is not intended to be an all-inclusive list of duties. The omission of a specific duty statement does not exclude it from the position if the work is consistent with the concept of the classification or is similar or closely related to another duty statement.

Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

**Essential Duties**

1. Plans, directs and coordinates activities of the department as assigned.
2. Responds to emergency calls as a company officer and, as such, is responsible for directing route to be taken and for the supervision, performance and safety of assigned personnel on the scene of an emergency.
3. Evaluates emergency incidents and issues orders necessary to suppress or control the situation until relieved by a superior officer.
4. Supervises and performs suppression activities including the placement of apparatus and ladders and laying of hose, ventilation, salvage and overhaul operations; collection and preservation of evidence; rescue tactics and handling of casualties.
5. Supervises and performs inspection of and coordinates pre-fire planning for residential, mercantile, educational, industrial institutional and public assembly occupancies.
6. Schedules, supervises, and performs various station activities including maintenance of facilities, apparatus, equipment and grounds.
7. Maintains station maps, records and logs and prepares required reports, requisitions and recommendations.
8. Develops apparatus and equipment specifications.
9. Maintains knowledge of current developments relative to preventing or limiting loss of life and property in emergency situations dealing with fire, disasters, disaster preparedness, medical emergencies, water rescue, confined spaces, and hazardous materials.
10. Serves as liaison with other departments, community groups and other public agencies.
11. Trains and drills station personnel in preventing or limiting loss of life and property in emergency situations dealing with fire, disasters, disaster preparedness, medical emergencies, water rescue, confined spaces, and hazardous materials according to departmental plans and guidelines; may conduct specialized training as assigned.
12. May be assigned to various divisions and/or operational areas, such as Fire Prevention, Training, Emergency Medical Services (EMS), or Disaster Preparedness Emergency Management Division or Administration; performs related work and may work in a higher or lower classification.
13. Serves as training instructor conducting programs, demonstrations or lectures for the department, other agencies and City departments and/or community groups.
14. Ensures compliance with City and departmental rules, regulations, Memoranda of Understanding (M.O.U.) and policies; assists in policy formulation.

### Other Duties

15. May perform specialized project, program or operational work as required.
16. Supervises, trains and evaluates assigned staff.
17. Performs other duties as assigned by supervisor.

### WORKING CONDITIONS

- Work indoors and outdoors
- Exposure to extreme hot or cold temperature
- Work at unprotected heights
- Work around moving machinery
- Exposure to marked changes in temperature/humidity
- Exposure to dust, fumes, smoke, gases, odors, mists, other irritating particles, toxic or caustic chemicals, radiation or electrical energy, solvents, grease or oil, excessive noise, vibration, and flames or burning items.
- Slippery or uneven walking surfaces
- Work below ground
- Use of computer monitor and equipment
- Works alone and with others.

### PHYSICAL DEMANDS

- Lifting up to 75 pounds without assistance and up to 300 pounds with assistance.
- Climbing ladders and work at heights.
- Walking over rough terrain and from truck to truck at fire scenes.
- Standing for long periods of time while operating hoses or raising ladders.
- Reaching waist to shoulder to pull hoses off trucks, carry axes, and move furniture.
- Handling tools, hoses, and protective gear.
- Dexterity of hands and fingers to operate a computer keyboard.
- Seeing to read a variety of materials.
- Sitting or standing for extended periods of time.
- Hearing and speaking to exchange information and make presentations.

### EMPLOYMENT STANDARDS

#### Experience

Five years of sworn service with the City of Alameda Fire Department and continued compliance with current Firefighter employment standards. (Acting time allowable as per M.O.U.)

(OVER)

### EMPLOYMENT STANDARDS- (Continuation)

#### Knowledge of:

- Knowledge of materials, principles and practices to achieve and maintain required training and/or certification.
- Modern firefighting tactics and strategy.
- Modern principles and practices used to prevent or limit loss of life and property in emergency situations dealing with fire, disasters, disaster preparedness, medical emergencies, water rescue, confined spaces and hazardous materials.
- Hazardous chemicals, materials and processes.
- Applicable operating standards.
- Safe work practices, procedures and standards.
- City and departmental rules, regulations, practices and procedures.
- Applicable Federal, State and local laws and regulations.
- Operations, maintenance and location of apparatus and equipment including specialized equipment and apparatus.
- City geography; structural composition including waterfront areas, and navigational hazards.
- Basic types of building construction and structural conditions of buildings in the City.
- Target hazards (i.e. hospitals, schools).
- Local water supply, water systems and fire service hydraulics.
- Mutual and automatic aid agreements.
- Department computer systems and operating software.

## Ability to:

- Ability to e
- Effectively plan, direct coordinate and perform assigned activities.;
- effectively sServe as company commander and station commander effectively.;
- eExercise command at emergencies and demonstrate effective leadership.;
- dDevelop, implement and manage assigned programs and projects.;
- pPerform specialized duties as assigned.
- Ability to effectively sSupervise and perform fire suppression, safety and prevention work.;
- Conduct emergency medical and paramedic assistant, water rescue, confined space, and hazardous materials duties.;
- pPrevent or limit loss of life or property in emergency situations dealing with fire, disasters, medical emergencies, water rescues, confined spaces, and hazardous materials.
  
- Ability to mMaintain physical condition appropriate to perform assigned duties and responsibilities.
  
- Ability to mMaintain effective audio and visual discrimination and perception needed to perform assigned duties including making observations, communicating with others, reading and writing, and operating assigned equipment and vehicles.
  
- Ability to eEffectively deal with, direct and perform work activities under potentially dangerous situations which may include exposure to fire, disasters, disaster preparedness, medical emergencies, water rescues, confined spaces, hazardous materials, and emergency driving conditions. ~~Working conditions may include exposure to fumes, gases, heat, dampness, dust, odors, dark, high altitudes, disease, decomposed, burned or severely dismembered bodies, smoke, crowds, noise, confined spaces, working alone for long periods of time, heights, and stress.~~
  
- Ability to iInterpret, apply and explain rules, laws, regulations, policies and procedures.;
- iIssue and implement instructions and directions.;
- aAnalyze situations and make quick decisions requiring sound judgment.;; ~~communicate situations;~~
- mMaintain level of knowledge required for satisfactory job performance.;
- eEPrepare concise and comprehensive reports and maintain accurate records. ~~establish and maintain accurate records; prepare concise, comprehensive reports~~
- eECommunicate effectively.;;
- aAct with resourcefulness, courtesy and initiative.;
- eExercise independent judgment.;
- fFunction as an effective group or team member; and establish and maintain effective working relationships with employees and the general public.
  
- Ability to acquire and maintain a valid State of California Driver's License appropriate to drive and operate all types of fire apparatus in the department.
  
- Ability to meet and maintain California training requirements and department EMT standards.

## Other Requirements

Possession of a valid California Driver's License and possession of a satisfactory driving record as a condition of initial and continued employment.

Willingness to work variable and 24 hour shifts, weekends, holidays, irregular days and hours, overtime and on call; respond to mutual aid calls requiring local or out-of-state travel; attend meetings and educational sessions as required during on and off-duty hours; perform routine, repetitive work; train other employees; wear a uniform and safety equipment; work outside in inclement weather; work under undesirable and hazardous conditions; conform to department grooming standards; take a loyalty or affirmation of allegiance to the United States and to the State of California.

r: 5/9/01, 01/20/2025

JK/psNNA: Human Resources Department

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