



City of Tuskegee
POSITION ANNOUNCEMENT
Internal Promotional only

Date Posted: 06/28/2018

This position announcement constitutes neither a written or implied contract of employment. The City of Tuskegee reserves the right to revise, alter and/or change the job description for this position, as the City deems necessary.

The following position is now open. Applications received after the closing deadline will not be considered.

Position Information

Job Title: Fire Chief Department: Fire
 Job Status: Regular Full-Time Temporary Full-Time *If temporary, give required dates of service:*
 Regular Part-Time Temporary Part-Time *From: N/A To: _____*
 Standard Scheduled Hours: varies Days to be Worked: varies Starting Pay Rate: \$60,000 / annually

Position Description

General nature/purpose of work:
 Responsible for planning and organizing department activities, coordinates, performs leadership responsibilities, manages non-emergency activities, manages emergency responses, manages training, oversees records maintenance and reporting and performs related services. Issues instructions, writes directives and holds staff meetings and individual conferences; monitors work climate; leads and directs activities of Captains, Oversees roll call and inspection; approves daily assignments and reviews Shift Commander's Form; oversees maintenance of fire hydrants; oversees inspections of buildings and preparation of pre-fire plans; oversees inspections and maintenance of vehicles. Oversees pre-boarding activities of crew; supervises or performs fire suppression and rescue operations. Ensures that lesson plans are prepared and that teaching aids are available; may teach classes; ensures examinations are given and drills are conducted, and performs related services.

Minimum Qualification Standards (Additional qualification standards are found on the job description.)

Credentials & Experience:

- Applicant must possess a high school diploma or equivalent
- Must possess and maintain a valid Alabama driver's license
- Must be at least 21-years of age
- Graduation from Fire College
- Must have 10 years of successful experiences in fire suppression work at rank of Fire Captain
- Must pass an operation exercise
- Must hold certifications as required by Career Development Manual
- If considered for hire applicant must also pass a background check, and a physical and drug/alcohol screening

Special Requirements:

Must be willing to work during non-duty hours, holidays and weekends when necessary to achieve goals. Must be willing to travel overnight to attend and participate in meetings and activities. Must be willing to obtain required certifications.

Date of Announcement: June 28, 2018 Closing Date for Applicants: July 06, 2018

All qualified candidates should submit a City of Tuskegee application to the HUMAN RESOURCE DEPARTMENT, Re: Fire Captain, 101 Fonville Street, Tuskegee, Alabama 36083 or apply online at www.tuskegeealabama.gov