

POSITION: COUNTY FIRE CHIEF

POSTING # 4200-1018jhm

UTAH COUNTY OFFICE OF HUMAN RESOURCES MANAGEMENT, 100 East Center, Suite 3800, Provo, UT 84606
Phone: (801) 851-8158 ♦ Fax: (801) 851-8166 ♦ Email: humanresources@UtahCounty.gov ♦ <http://www.utahcounty.gov/jobs>

Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.

JOB ANNOUNCEMENT

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REQUIRED ATTACHMENTS TO APPLICATION:

- College transcripts and/or diploma if related to position - internet printouts & photocopies are acceptable
- Required licensure

STARTING SALARY: Grade – 514, Step A: \$32.70 – Step G: \$37.56 / \$2,616.12 - \$3,005.18 Bi Weekly

Salary will be determined upon experience and or education

Plus benefits package - Step increase available after completing probation and annually thereafter.

OPENING DATE: October 8, 2018

CLOSING DATE: October 22, 2018

The eligibility list created by this posting may be used to fill current full or part time vacancies and full or part time vacancies and grant funded vacancies that occur within the next two (2) months
For additional information see the job description at - - <http://www.utahcounty.gov/jobs>

JOB SUMMARY:

This role develops, directs, and oversees the Utah County Fire and Wildland suppression programs, both within and outside of Utah County.

DUTIES INCLUDE:

- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
1. Respond to, supervise, and performs fire suppression activities for emergency operations and wildland fires in the unincorporated portions of Utah County including Federal, State, and private lands.
 2. Supervise and oversee both in-county fire crews and 20-person out-of-county wildland fire crews.
 3. Supervise fire personnel and hold them accountable for standards set for safety and productivity.
 4. Make decisions with regard to firefighting methods used in accordance with state and federal requirements.
 5. Conduct performance appraisals, and make recommendations regarding the hiring, training, of staff.
 6. Deploy and manage personnel and county resources. Make recommendations for improvements in firefighting processes.
 7. Assign, direct, participate and supervise firefighting, medical emergencies, and related life and property protection. Ensure safe operation of fire equipment and apparatus.
 8. Ensure fire personnel maintain accurate and current qualifications and training records in accordance with the National Wildland Coordination Group.
 9. Produce written documents, such as track hours, resource documentation, reporting forms, and other documents required by contracts and agency policy, as delegated.
 10. Facilitate recordkeeping in an incident management system.
 11. Perform as Initial and/or Extended Attack Incident Commander in Utah County's unified command system for fire suppression activities and wildland fires.
 12. Direct other local fire resources as needed.
 13. Maintain fire scene safety in accordance with agency policy and jurisdictional guidelines.
 14. Inspect and maintain fire suppression equipment assigned to Utah County by Utah Division of Forestry, Fire, and State Lands.
 15. Develop and implement fire management, fuels management and fire hazard reduction plans.
 16. Direct the development of training programs, provide training, education and technical expertise in fire suppression activities and Wildland Fire qualifications for all County fire personnel.
 17. Ensure that all Emergency and Wildland Fire personnel maintain accurate and current qualifications and training records in accordance with National Wildland Coordinating Group and National Standards.
 18. Track hours worked and related paperwork to ensure accurate compensation for fire suppression activities and wildland fire crews.

19. Research and write grant requests for fuel mitigation projects and other suppression needs.
20. Initiate action on wildland fires, all risk incidents, and request resources for fire suppression operations.
21. Resolve inter-agency conflicts that arise during multi-jurisdictional incidents.
22. Serve as Utah County liaison for fire suppression activities and all wildland fire related matters.
23. Develop Urban Interface education programs for homeowners' associations and private home owners.

EVALUATION AND SELECTION FACTORS INCLUDE:

- Knowledge of fire ground and emergency operations
- Knowledge of wildland fire operations and Urban Interface
- Knowledge of Incident Command System
- Knowledge of Wildland fire management, planning and practices including prescribed fire, fuel management, fire histories, and fire hazard analysis
- Knowledge of local fire contracts and agreements
- Knowledge of report writing and form procedures
- Knowledge of principles and techniques of supervision, leadership, and training
- Ability to operate and maintain various types of fire-fighting equipment
- Ability to supervise, motivate, and lead others
- Ability to maintain cooperative relationships with those contacted in the course of work activities
- Ability to effectively and efficiently evaluate emergency situations, determine the appropriate response, and implement the appropriate incident action plan

REQUIREMENTS FOR EMPLOYMENT:

Applicants receiving a conditional offer of employment will be required to submit to a pre-employment drug screen and additional background checks as required.

Required Education and Experience

1. Associate degree in Fire Science or a closely related field.
2. Four (4) years' work experience in professional wildland fire suppression with two (2) of these years in a supervisory capacity.
3. Other combinations of education and experience that include two years of wildland fire supervisory experience may also be considered.

Preferred Education and Experience

1. Advanced training in wildland fire suppression tactics.
2. Type 4 Incident Command certification under the NIIMS incident command system.

Additional Eligibility Qualifications

1. Applicants must possess a valid driver's license and obtain a valid State of Utah Driver's License within 60 days of employment.
2. Applicants must possess certification as Engine Captain under the National Wildfire Coordinating Group's qualification system (red card).
3. Applicants must possess Type 5 Incident Command certification under the NIIMS incident command system and obtain Type 4 within two years in position.
4. Applicants must be able to meet the requirements of the Work Capacity Test (WCT) for Wildland Firefighters at the arduous level during the probationary period for new hires or during the trial period for promoted County employees. Such probationary or trial period during which certification must be obtained may not exceed twelve months. Incumbents are required to take and pass this test annually.

EXAMINATION/SELECTION PROCESS: Individuals interested in the position must submit an official Utah County Government application and required attachments to the Utah County Office of Human Resource Management, 100 East Center, Suite 3800, Provo, UT 84606, by 5:00 PM on the closing date. **NO POSTMARKS OR RESUMES.** Additional information will not be accepted after the closing date. The Human Resource Department will screen the applications for minimum qualifications. The selection process will consist of a hiring interview, and may include any one, or a combination, of the following examinations: application and/or supplemental review/rating, written examination, performance test and/or oral examination. The Human Resource Department reserves the right to call only the most qualified applicants to any of the examinations.