



City of Tempe

FIRE CAPTAIN

JOB CLASSIFICATION INFORMATION			
<i>Job Code:</i>	059	<i>Department:</i>	Fire
<i>Supervision Level:</i>	Supervisor	<i>State Retirement Group:</i>	PSPRS
<i>Status:</i>	Classified	<i>Market Group:</i>	Fire Captain
<i>Safety Sensitive / Drug Screen:</i>	Yes	<i>Physical:</i>	Yes
Click here for more job classification information including current salary range.			

REPORTING RELATIONSHIPS
Receives general direction from the Fire Deputy Chief or from other supervisory or management staff.
Exercises direct supervision over sworn Fire staff.

MINIMUM QUALIFICATIONS	
<i>Experience:</i>	Seven (7) years of experience providing emergency fire and medical services for the City of Tempe.
<i>Education:</i>	<ul style="list-style-type: none"> ● High school diploma, GED, or equivalency. ● Completion of the following courses or equivalent, based on course description: <ul style="list-style-type: none"> ▪ Supervisory Training for Firefighters, ▪ Fire Fighting Tactics and Strategy, ▪ Building Construction and Firefighter Safety, ▪ Fundamentals of Fire Prevention ▪ Introduction to Ethics in the Fire Service, OR Human Resource Management for the Fire Service OR Customer Service in the Public Sector. ● An AAS, BS or BAS in Fire Science Technology, Fire Service Management, Fire Service Administration, or degree related to the core functions of this position will satisfy the educational requirements. A Certificate of Completion in Fire Officer I from an accredited college or university will also substitute for the required educational classes listed above.
<i>License / Certification:</i>	<ul style="list-style-type: none"> ● Possession of a valid driver’s license. ● Possession of an Emergency Medical Technician (EMT) Certificate. ● Possession of a Hazardous Materials First Responder Certificate. ● Possession of a certified Emergency Paramedic Certificate is required for some positions.
<i>Additional:</i>	Candidates must meet any one of the following requirements:

	<ul style="list-style-type: none"> ● Currently in the position of Fire Engineer on the Tempe Fire Medical Rescue Department (TFMSD). ● Eligible for promotion to the position of Fire Engineer on the TFMRD (on the current Engineer's promotional list). ● Successful completion of Fire Hydraulics and Fire Apparatus or equivalent, based upon course description. An AAS in Fire Science Technology satisfies these course requirements. ● Must not be on the Office of Inspector General (OIG) list of Excluded Individuals/Entities (LEIE)"
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ESSENTIAL JOB FUNCTIONS

Essential job functions are the fundamental duties of a position: the things a person holding the job absolutely must be able to do.

To actively support and uphold the City's and Department's stated mission and values. Supervise and oversee Fire Company activities including fire suppression, emergency medical services, hazardous materials incident mitigation, fire prevention, public education and occupancy inspections; and oversee the daily operation and maintenance of a fire station and fire company.

OTHER DUTIES AS ASSIGNED

Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

- Manage the fire planning and training program to attain program objectives; establish procedures to ensure quality information flow and feedback for assigned personnel.
- Direct emergency operations until relieved by a superior officer; respond to alarms, assuming responsibility for the supervision, performance and safety of assigned firefighting personnel on the scene of an emergency incident; manage company planning and training program to attain stated objectives.
- Supervise and assist in providing emergency medical care at incidents.
- Supervise and participate in laying hose lines, directing fire streams, placing ladders, ventilating buildings, rescuing persons, performing loss control and clean-up operations.
- Participate in budget preparation; prepare cost estimates for budget recommendations; submit justifications for needed equipment; monitor and control expenditures.
- Direct the continuous maintenance of quarters, equipment and apparatus at a fire station according to department standards.
- Assist in coordinating the maintenance and repair of fire suppression equipment and facilities such as trucks and support equipment; ensure proper maintenance of station facilities; maintain station supplies.
- Obtain and otherwise preserve evidence at a fire scene.
- Identify the fire training needs of company personnel including such areas as driving and operating equipment; ensure that necessary training is provided.

- Supervise drills and classes relating to use of tools and techniques of firefighting, emergency medical service, rescuing, street location and hydraulics.
- Conduct fire prevention inspections and educate the general public in fire prevention.
- Prepare reports, forms, recommendations and other required administrative procedures of the Company.
- Perform the duties of Fire Deputy Chief as required.
- Provide pro-active performance planning utilizing performance management tools.
- Perform related duties as assigned.

When assigned to Paramedic position:

- Administer emergency medical care utilizing accepted guidelines and procedures of advanced life support.
- Use appropriate techniques, equipment and training to provide intubation, defibrillation, drug therapy, intravenous access and other invasive procedures in the management of patient care.

When assigned as Recruit Training Officer:

- Responsible for the safety, education and evaluation of firefighter recruits; assist with the implementation and evaluation of recruit and probationary training programs.

When assigned as Training Captain:

- Assist with the design, development, implementation and evaluation of training programs; oversee recruit and probationary training programs.

COMPETENCIES

<i>CLASSIFICATION LEVEL</i>	<i>INCLUDES</i>	<i>COMPETENCIES</i>
Foundational	All Employees	Inclusion, Communication, Interpersonal Skills, Integrity, Professionalism, and Willingness to Learn
Non-Supervisory	In Addition >	Teamwork, Customer Service, Initiative, and Dependability / Reliability
Supervisory	In Addition >	Staffing, Monitoring Work, Delegating, Development / Mentoring, and Support Others
Manager	In Addition >	Preparing / Evaluating Budgets, Monitoring / Controlling Resources, and Motivating / Inspiring
Deputy Director	In Addition >	Entrepreneurship and Networking
Director	In Addition >	Organizational Vision

For more information about the City of Tempe's competencies for all classifications:

[City of Tempe, AZ : Competencies](#)

JOB DESCRIPTION HISTORY

Effective November 15, 1988

Revised January 1997

Revised September 2004

Revised January 2006 (Training Requirements)

Revised August 2015 (Update minimum quals)

Revised May 2022 (Update minimum quals)

Revised May 2024 (add'l requirements "Must not be on the Office of Inspector General (OIG) list of Excluded Individuals/Entities (LEIE)")

PHYSICAL DEMANDS AND WORK ENVIRONMENT

Job Title: Fire Captain

Job Code: 059 / 502 / 052 / 504

	Never	Occas.	Freq.	Contin.
ENDURANCE / ENVIRONMENT / MOVEMENT	0% of time	1-35% of time	36-65% of time	66-100% of time
Sit			X	
Stationary / Stand			X	
Move / Traverse			X	
Machinery*			X	
Electrical*		X		
Power Tools*			X	
Hand Tools*			X	
Personal Protective Equipment*			X	
Respirator*			X	
Airborne Chemical Exposure			X	
Airborne Biological Exposure			X	
Computer Software		X		
Physically handling of chemicals		X		
Indoors			X	
Outdoors			X	
Around, in or on water			X	
Extreme Heat			X	
Extreme Cold			X	
Office Setting		X		
Confined Spaces		X		
Excessive Noise**		X		
Heights		X		
Sewage Exposure		X		
Bodily Fluid or bloodborne pathogen exposure			X	
Bend / Stoop / Twist		X		
Crouch / Squat		X		
Kneel / Crawl		X		
Above Shoulder Level		X		
Below Shoulder Level		X		
Repetitive Arm Use		X		
Repetitive Wrist Use		X		
Repetitive Hand Use		X		
Climb Stairs / Ladders		X		
Neck Range of Motion		X		
Traverse Uneven Surface		X		
Traverse Even Surface		X		

VEHICLE OPERATION	YES	NO
Will this position drive a City vehicle?	X	
Will this vehicle require a Commercial Drivers License?		X

VISION REQUIREMENTS	YES	NO
Close (clear vision at 20 inches or less)	X	
Distance (clear vision at 20 feet or more)	X	
Color (ability to identify and distinguish colors)	X	
Depth Perception (three-dimensional vision, ability to judge distances and	X	
Peripheral (ability to observe an area that can be seen up and down or to the	X	
Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus)	X	

Maximum LIFT / CARRY	Lift	Carry	Maximum PUSH / PULL	Push	Pull
5-25lbs			5-25lbs		
26-50lbs			26-50lbs	X	
51-75lbs			51-75lbs		
76-100lbs	X	X	76-100lbs		X

ADDITIONAL CONSIDERATIONS:
<ul style="list-style-type: none"> - May require working extended hours. - Other mental attributes essential to this classification. - All physical activities will need to be accomplished while wearing approx. 60lbs. of gear.

*DEFINITIONS/EXAMPLES
Machinery: bucket truck, riding mowers, backhoe etc.
Electrical: wiring, outlets, fuses etc.
Power Tools: push mowers, jackhammers, drills, chainsaw etc.
Hand Tools: hammers, wrenches, shovels, wheel barrels, saws etc.
Personal Protective Equipment: Tyvek coveralls, hard hats, fall protection harness etc.
Excessive Noise exists when you raise your voice to communicate with someone who is 3 ft away.
Respirators: 1/2 face or full-face cartridge.
Hepatitis A and Hepatitis B vaccinations are offered to employees in the OSHA bloodborne pathogens

***Hearing test is required*