

FIRE LIEUTENANT

DISTINGUISHING FEATURES OF THE CLASS: Incumbents in this class are responsible for supervising the activities of a small group of Firefighters at the scene of fires and in the fire station. A Lieutenant is under the direct supervision of a superior officer or department head; however, they have complete charge of operations at the scene of a fire in the absence of, or pending the arrival of a superior officer. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Supervises a small crew of Fire Fighters in the housekeeping, care of apparatus, equipment and supplies at a fire station;

Assigns work to Fire Fighters directly under his command, at the scene of fires, in emergencies and in the station;

Leads crew in responding to all alarms assigned while on duty;

Supervises the mechanical operation of apparatus and equipment at the scene of a fire or an emergency call;

Assigns personnel to lay out and connect hose lines and nozzles, turn water on and off, raise ladders and ventilate buildings;

Inspects property at scene of fire to prevent re-ignition;

Supervises and assists in salvage and clean-up operations after extinguishment of a fire;

Supervises the cleaning, checking and replacement of tools and equipment on return to station;

Inspects buildings and premises for fire hazards or supervises such inspections;

Maintains discipline and enforces rules and regulations;

Makes reports on personnel and activities;

Coordinates the scheduling of training programs for firefighters;

Maintains training records and advises supervisor of the status of firefighter annual in-service training;

May issue notices of violations of the fire prevention codes, ordinances, and other laws pertaining to fire prevention;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of modern fire fighting and fire prevention methods and equipment; good knowledge of the building code, fire prevention regulations, first aid methods, and the geography of the community; familiarity with building construction characteristics; familiarity with local fire codes, laws and ordinances; familiarity with the workings of such things as fire alarm systems, sprinkler systems, etc. and basic fire inspection techniques; ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software; ability to maintain records and prepare reports; ability to recognize fire hazards; ability to size up and appraise fire and emergency situations and take proper action in the absence of a superior officer; ability to plan and supervise the work of others and maintain discipline; ability to promote morale; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential functions of the position; mechanical aptitude; integrity; initiative; conscientiousness; mental alertness; dependability; tact; resourcefulness; good judgment; physical condition commensurate with the duties of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Four (4) years of permanent service as a paid Fire Fighter.

SPECIAL REQUIREMENT: If required to do so, effective January 1, 2015, code enforcement personnel who are charged with enforcement of New York State Uniform Fire Prevention and Building Code and/or New York State Energy Conservation Construction Code shall be required to complete the code enforcement official basic training program as outlined in Title 19 of New York Codes, Rules and Regulations (NYCRR), Part 1208 – Minimum Standards for Code Enforcement Training in the State of New York, Section 1208-3.2(c), within the shorter of eighteen (18) months after the date of initial appointment or eighteen (18) months after the date of first attendance at a course included in the basic training program, or have obtained certification pursuant to the provisions of Section 1208-5.4. In addition, they are required to maintain active code enforcement official certification on an annual basis by completing in-service training as defined in Section 1208-3.3(c) and any advanced in-service training as defined in Section 1208-3.4. It is the responsibility of the appointing authority to ensure that employees who have been certified as code enforcement officials maintain their certification on an annual basis pursuant to these sections throughout the duration of their employment.

Towns, Villages
Cities of Rye & Peekskill
Special Districts
J. C.: Competitive
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Job Class Code: 0105