

CLASSIFICATION ADDENDUM

Job Title: Deputy Chief - Operations

Classification Specification: Fire Deputy Chief

Barg Unit: Non Union

Pay Grade: D63

*This classification **addendum** further clarifies job specific duties and requirements of a job within a particular classification. Note: The classification specification document is to be referenced and this document utilized as the addendum (supplement). It is intended to provide additional information, where needed, and is not intended to provide an exhaustive list of duties and responsibilities; specific position assignments will vary depending on business needs.*

Essential Characteristics and Duties Addendum

The Deputy Chief (Operations) performs a variety of duties overseeing all aspects of fire department operations, including business functions, training, and policy and procedure development. Responds to emergency incidents and assumes command; plans, coordinates, and supervises the overall activities and administration of shifts/staffing and training; evaluates operations and activities; develops, recommends, and implements changes in service delivery; handles sensitive personnel matters; responds to emergency incidents and assumes command of large scale and/or complex emergency situations; serves as a spokesperson on pertinent ongoing events that the media is covering; participates in developing long-range and strategic planning and analysis; ensures the department maintains established standards; supervises the work of assigned staff; may provide Acting In Capacity to the Fire Chief as assigned; confers with other agencies on inter-operational issues. Performs related duties as assigned.

Qualifications Addendum

An entry-level person would be expected to possess the following or any equivalent combination of knowledge, skills, education and experience in order to successfully perform the job.

Training & Experience:

- As noted in the class specification, and to include specialized experience in the incident command system (ICS).

Licensing Requirements:

- Valid Oregon Driver's license at time of appointment.
- Oregon Department of Health Services EMT Basic.
- FEMA – National Incident Management System

Knowledge:

- Principles and methods of the NIMS Incident Command System with proficiency in the exercise of unified command.

Skills: *(Demonstrated skill in performing the following)*

- Commanding large-scale operations of personnel and equipment under adverse conditions;
- Effectively managing the scene of fire, rescue or medical emergencies;
- Developing and administering effective policies and procedures; making effective and sound decisions.

Qualification For Grade Progression: N/A

Physical Requirements Addendum

Medium Work as defined in the classification specification. Further definition of the physical requirements of the position can be found in a job task analysis.
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Employees hired after October, 1986, shall refrain from using tobacco products.

Addendum History

Created: 2012.01