

CLASSIFICATION ADDENDUM

Job Title: Deputy Chief - Prevention/Hazmat/EMS (Fire Marshal)

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 (Prevention/Hazmat/EMS) performs a variety of duties planning, directing, overseeing and coordinating fire department operations including fire prevention/education and response; hazardous material emergency response, emergency medical services; serves as City Fire Marshal; provides services to Development Services Division Building Safety Division for fire and life safety plan review and inspection; directs all aspects of fire prevention inspections, regulatory activities, fire cause investigations, fire safety education and fire & life safety plan review; manages hazardous materials control and safety activities; investigates complaints and takes corrective action as necessary; supervises the work of assigned staff; may provide Acting In Capacity to the Fire Chief as assigned; may be assigned to an Incident Command staff function. 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 code enforcement and plan review processes.

Licensing Requirements:

- Valid Oregon driver's license at time of appointment.
- Uniform Fire Code (UFC) Inspector Certification at time of appointment, or ability to obtain within a reasonable amount of time;
- Certified Plans Examiner

Knowledge:

- Building construction, building plans and building code requirements;
- Fire causes and hazards and the uses of protective devices;
- Fire related engineering problems found in the construction and repair of buildings.

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

- Integrating concepts of storage and handling of hazardous materials with the unique characteristics of the community;
- Inspecting and detecting hazards and ordering necessary corrections.

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.

Addendum History

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