

JOB NOTICE

01/04/2012

The Calhoun Fire Department is now accepting applications for the Position of Training Chief of the Department.

General qualifications:

- ❖ Must have and maintain a valid Georgia Drivers License.
- ❖ Successful candidates will live within 35 road miles or 30 minutes normal driving time from Station #1.
- ❖ Must be a State of Georgia Certified Firefighter.
- ❖ Successful candidates will have experience in a full time department with 3 – 5 years experience in middle to senior level management, and Instructor experience in a comparable sized department.
- ❖ Must possess or be able to attain within 12 months of hire a State of Georgia Instructor II, Structural Fire Control Instructor, Pressurized Container Fire Control Instructor, NPQ Evaluator/Proctor Certifications.
- ❖ New department employees must possess a current EMT certification.

General duties:

- ❖ Responsible for all training issues for the department to include maintaining all training records and for keeping the department and personnel compliant with State of Georgia, NPQ, and ISO training requirements.
- ❖ Will be on call unless prior arrangements are made with Chief or Deputy Chief.
- ❖ Coordinate the training of the Specialty Teams of the department (Haz Mat, GSAR, and Dive).
- ❖ Additional duties as assigned by the Chief or Deputy Chief.

Additional Information:

- ❖ Salaried position, with normal working hours being 40 hours per week. Possible overtime hours required.
- ❖ Should have strong time management skills and be a task oriented individual,
- ❖ Will be required to take and pass Leadership / Management, and Fire Health and Safety Officer Classes if not previously certified.
- ❖ Will be required to be NIMS ICS certified: 100, 200, 300, 400, 700, 701, 704, and 800.
- ❖ Will be required to go through an interview process.
- ❖ The successful applicant will be required to pass a physical to include drug screening and pass a background check.

This will be a Battalion Chief level position, reporting to the Chief of the Department and Deputy Chief.

Personnel applying will be given a more complete job description and salary information upon receipt of the application at City Hall. Arrangements will be made for the interviews, and successful applicants will be notified of the times and location.