

JOB DESCRIPTION: LIEUTENANT

PURPOSE

To describe the distinguishing features of work, examples of essential duties and responsibilities, other duties and responsibilities, qualification requirements, certifications, and demands of the individual employed as rank of Lieutenant.

DISTINGUISHING FEATURES OF WORK

A Fire Lieutenant is in command at the scene of an incident until relieved by a superior officer. Lieutenants are responsible for proper placement of equipment and assignment of personnel. A Lieutenant leads in the performance of physical tasks involved in fire fighting and has a high degree of responsibility for the protection of life and property; a Lieutenant has the authority to make recommendations to superior officers such as action to hire, promotion, discharge, direction or discipline of his/her subordinates; a Lieutenant has the responsibility of directing the effectuation of management policies and practices applicable to the Fire Department.

The work may involve responsibility for the maintenance of station equipment and the fire station. Duties require a working knowledge of fire fighting, rescue, and other emergency response practices and ability to plan and direct the work of firefighters under hazardous conditions.

EXAMPLES OF ESSENTIAL DUTIES AND RESPONSIBILITIES

- Performs all of the illustrative examples of work of the rank of Firefighter (see Firefighter job description).
- Performs fire fighting, and other emergency response
- Responsible for, in the absence of a superior officer, the direction and supervision of the activities of a fire company in its travels to and from an incident and its operation at the scene of an incident.
- Responsible for conducting company schools and drills on fire fighting, rescue, and other emergency response guidelines.
- Responsible for periodically checking the condition of apparatus and appliances for correct working orders; supervises the cleaning, checking, and replacement of tools and equipment following an incident.

OTHER DUTIES AND RESPONSIBILITIES

- Recommends to superior officers such action to the suspension, promotion, discharge, direction or discipline of his/her subordinates.
- Instructs Firefighters in Department policies, rules and regulations, and Department operations.

- Assists in the development of new policies and guidelines
- Responsible for maintaining accurate and complete reports.
- Supports Fire Chief in administrative projects and programs.
- Other duties as assigned by the Fire Chief.
- Responsibilities:
 - Requires the ability to plan and lay out work assignments for subordinates
 - Requires the ability to maintain discipline and accountability of subordinates during emergency operations, drills, and routine station duties.
 - Will have the responsibilities to ensure the safety of all firefighters and make sure all operations are done in a safe manner.
 - The Lieutenant must set an example to the firefighters, including attending meetings, training, and his/her behavior at emergency operations and Fire Department activities.
- Experience:
 - Requires extensive experience as a firefighter to the degrees that the Lieutenant can lead, instruct, train and motivate subordinate firefighters.
 - Requires extensive knowledge of Department equipment and apparatus.
 - Requires considerable knowledge of Department rules, regulations, policies, and guidelines.
 - Requires extensive knowledge of geography, streets, landmarks, and buildings within the District and surrounding areas.
 - Firefighter II certification preferred