

FIRE LIEUTENANT

POSITION SUMMARY: Directs and supervises the activities of a fire company on an assigned shift; acts as a Firefighter in the protection of life and property; does related work as required. A Fire Lieutenant is in command at the scene of a fire until a superior officer arrives, leads in the performance of physical tasks involved in firefighting and assumes responsibility for the protection of life and property. Maintenance of station equipment and the fire station is the responsibility of the Lieutenant. Duties require thorough knowledge of firefighting practices and ability to plan and direct the work of their personnel under hazardous conditions. Work is carried out according to general procedures outlined by superiors with wide latitude for the exercise of independent judgment. Supervision is exercised over personnel under their command to whom specific assignments are made and checked in process and upon completion. Responsibilities include assignment and supervision of fire prevention and inspection work by each Lieutenant's respective company of personnel.

ESSENTIAL JOB FUNCTIONS: *An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.*

1. Directs and supervises the activities of a fire company in its quarters, its travel to and from an alarm and its operation at the scene.
2. Performs firefighting duties at major fires and disasters; investigates cause and origin as required when necessary, provides first-aid treatment to injured persons and assists in rescue work.
3. Maintains personnel records on leave, shift changes, disciplinary actions, performance, accident and injury reports, training, etc., as required in departmental regulations.
4. Maintains records, makes reports and requisitions supplies per departmental requirements.
5. Daily checks the condition of apparatus and appliances for correct working order, or delegates and supervises such activity.
6. Supervises the cleaning, checking and replacement of tools and equipment following a fire.
7. Conducts or supervises training in the basic fundamentals of firefighting suppression, fire prevention and related disciplines.
8. Oversees testing of fire hydrants for flow, pressure, condition, accessibility and location.
9. Plans and supervises assigned fire inspection, fire safety education, fire investigation and related activities on a City-wide basis.

KNOWLEDGE, SKILLS AND ABILITIES: *The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. A qualified individual with a disability must be able to perform the essential functions of the position with or without reasonable accommodation.*

- A. Thorough knowledge of modern firefighting equipment and methods.
- B. Ability to plan and lay out work for subordinates and to maintain discipline.

- C. Thorough knowledge of the geography of the City.
- D. Tact in dealing with the public in presenting educational programs and in public relations.
- E. Ability to meet fitness for duty standards to carry out position responsibilities.
- F. Minimum three years experience as a career Firefighter.
- G. Completion of a standard high school course supplemented by one or more courses at a recognized fire training school; or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.
- H. Certified Firefighter II in Michigan per NFPA 1001 - Certified Fire Officer I in Michigan per NFPA 1021, or obtain certification within one year from date of appointment - Complete Haz/Mat First Responder-Operational Course and NFA Incident Command System Course per 29CFR 1910.120 or complete same within six months from date of appointment - Licensed in Michigan as Medical First Responder/AED operator or higher skill level.

PHYSICAL DEMANDS AND WORK ENVIRONMENT: *The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. A qualified individual with a disability must be able to perform the essential functions of the position with or without reasonable accommodation.*

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