THE CITY OF ATASCADERO
IS ACCEPTING APPLICATIONS FOR
FIRE BATTALION CHIEF -
COMMUNITY RISK REDUCTION

Salary Range: $8,074.07 - $9,814.08

Filing Deadline: HAS BEEN EXTENDED
TO 5:00 P.M., FRIDAY, SEPTEMBER 4TH, 2020

APPLICATION PROCEDURE
Applications may be obtained from the City of Atascadero’s website at www.atascadero.org/jobs, at City Hall located at 6500 Palma Avenue, Atascadero, CA, or by calling (805) 461-5000 8:30 a.m. to 5:00 p.m. Monday through Friday. A completed electronic copy of a City of Atascadero employment application form in format may be emailed to jobs@atascadero.org by the final filing deadline stated above. If selected for an interview, a completed and signed original application will be required. A résumé of three pages or less may supplement the application but may not be substituted for it. All statements made on the application are subject to verification; false statements will be cause for disqualification or discharge.

SELECTION PROCEDURE
All City application forms received by the final filing date will be reviewed for accuracy, completeness, neatness, work experience and job-related qualifications. A limited number of the most qualified applicants will be invited to participate in the examination process, which may include, but is not limited to the initial paper screening, written test, a supplemental questionnaire, an assessment center, an oral interview and a Chief’s interview. All candidates participating in the chief’s interview will be required to bring an un-official copy of their college transcripts to the interview.

THE POSITION
The Battalion Chief - Community Risk Reduction position is a management level exempt employee in a leadership, second-in-command role who supports and implements the vision of the Fire Chief. This position provides highly responsible managerial and technical support to the Fire Chief, including acting as department liaison with other City departments and outside agencies and serving as a member of the Fire and Emergency Services Department Management Team. This position may be designated as Fire Marshal or may supervise a designated Fire Marshal at another rank in the department. This position assists the Fire Chief with special administrative duties and performs related work as assigned. This position is designated sworn; however, serves as an integral member of the Department’s management team, providing technical expertise and program support in areas of assignment. This position will exercise independent judgment by implementing the City’s policies and procedures as they relate to the Fire and Emergency Services Department.

EXAMPLES OF CLASS CHARACTERISTICS
Under general direction of the Fire Chief, this position is responsible for the direction of major programs and services provided by the Fire and Emergency Services Department, including planning, directing and performing varied and sensitive code compliance work, such as the review of plans and specifications, physical inspection of facilities, and development and implementation of a variety of fire prevention programs and projects. Plans, supervises, reviews and personally performs a variety of inspection and code enforcement duties to ensure compliance with fire and life safety codes for new and existing construction and commercial or
industrial activities. Performs administrative, investigative, supervisory and technical responsibilities in managing the Fire Prevention Division, including plan checks for compliance with fire codes and ordinances, hazardous materials management, fire investigation and hazard abatement including weed abatement and vegetation management; develops and implements educational programs to promote fire safety.

QUALIFICATIONS
Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for satisfactory job performance. A typical way to obtain the knowledge and abilities would be:

Education and Experience:
- Extensive firefighting experience that included fire suppression and prevention duties and the operation of pumpers and other equipment common to the fire service.
- Have a minimum of 5 years of experience in the role of Fire Captain.
- A four-year degree from an accredited college or university with major coursework in fire protection, public or business administration or a related field.
- Three (3) years of fire prevention and inspection experience.

Knowledge, Skills, and Abilities
- Extensive knowledge of firefighting principles and techniques; emergency medical service and rescue methods; Fire and Emergency Services Department administration as may be relevant to work of a manager; local, state, and national fire safety codes and laws; building materials and construction; principles of combustion; considerable knowledge of fire/arson investigation and case processing; supervisory practices; laws and court decisions regarding the rights of employees.
- Skill in the use of tools and equipment listed.
- Ability to use sound judgment in evaluating situations and in making decisions.
- Ability and desire to be a team player and consensus builder with the ability to make presentations and work effectively with developers, community groups and City staff.
- Understanding of principles and practices of employee supervision, including work planning, assignment, review, evaluation and the training of staff in work procedures; laws and court decisions regarding the rights of employees.
- Ability to build trust and confidence with the department, community, City Council, City Manager and fellow City employees through performance.
- Knowledge of applicable laws, codes and regulations related to fire and life safety, access and hazardous materials handling and storage; fire prevention and basic fire suppression strategies, methods and equipment; current principles, materials and methods used in residential, commercial and industrial construction;
- Skilled in developing and administering an effective fire prevention compliance and educational program to enhance City and life/safety building and occupancy regulations and ordinances.
- Ability to interpret, apply and explain complex laws, codes, regulations and ordinances.
- Ability to performing and document thorough and accurate facility inspections.
- Proficient with computer applications related to the work.
- Effective at resolving building design and code compliance issues.
- Skilled in facilitating individuals and groups for working in team environments.
- Ability to establish cooperative working relationships with peers, other city employees, subordinates and the public.
- Ability to work effectively with businesses, property owners, permit applicants, residents and other City departments to assure timely and effective customer service.
• Ability to work with a variety of individuals from various socio-economic, ethnic and cultural backgrounds, in person and over the telephone, including dealing with individuals in stressful or confrontational situations.
• Using initiative and independent judgment within legal, policy and procedural guidelines.

Special Requirements:
• Possession of (or ability to achieve) and ability to maintain a valid Class C California driver license or equivalent.
• CPR certified. EMT or Paramedic certified.
• Possession of California State Fire Marshal, Fire Prevention Officer II and/or Fire Investigation I certificates are desirable.
• Disaster Service Worker Designation: Pursuant to California Labor Code Section 3211.9, service is essential in times of extreme emergency or disaster. For this reason, State law designates public employees as “Disaster Service Workers”. Even when off-duty, this position with Atascadero Fire & Emergency Services may be required to return to duty in case of extreme emergency or disaster.
• Tattoos: Employee shall follow department policy.
• Tobacco Use: Employee shall agree to refrain from using any tobacco products while employed with Atascadero Fire & Emergency Services

EMPLOYEE BENEFITS
The benefits for this position are defined under the current City of Atascadero Resolution for Non-Represented Professional, Management and Confidential Employees. Medical, Dental, Vision, Long Term Disability and Life Insurance are included. City pays a monthly contribution towards health insurance premiums for employee and dependent coverage. Retirement Plan is a CalPERS tiered system. There are no FICA deductions. 457 Deferred Compensation plans are available. 10-24 vacation days annually depending on length of service. 48 hours Administrative Leave annually. 11 observed holiday plus 1 floating holiday annually. 12 days paid sick leave annually.

OTHER SPECIAL REQUIREMENTS
Formal application, rating of education and experience, oral interview, reference check and job related tests may be required. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. Please see the Job Description for more information about the position.

The provisions of this bulletin do not constitute a contract expressed or implied and any provisions contained in this bulletin may be modified or revoked without notice. Please contact the City of Atascadero Personnel Department by the final filing date if you will need special accommodation due to a physical or mental disability to participate in this selection process.