



JOB ANNOUNCEMENT

FIRE LIEUTENANT

The Pleasant View Metropolitan District is an Equal Opportunity Employer.

Position Title: Lieutenant

Status: At will

FLSA Status: Non-Exempt

Hours: Full Time, 48-96 shift

Compensation: \$50,000 yearly, plus benefits

The Pleasant View Metropolitan District Fire Department is seeking qualified applicants for the full-time position of Lieutenant. A copy of the current Job Description for this position is attached. The District has the right to change the Position Description at any time, in its sole discretion. The job is "at-will," meaning the District or the employee may terminate the employment relationship at any time and for no reason.

Minimum Qualifications:

- Valid Colorado Driver's License with a good driving history
- Three years of fire service experience
- State of Colorado Firefighter II
- State of Colorado Hazardous Materials Operations
- Colorado Emergency Medical Technician-Basic
- NIMS IS-100,200,700 and 800

The following must be obtained post-appointment:

- Colorado State Car Seat Tech Certification within 12 months
- State of Colorado Fire Instructor I within 12 months
- State of Colorado Fire Officer I within 18 months
- State of Colorado Driver Operator/Pumper within 12 months
- I.V. therapy within 12 months
- NWCG S130/190 Wildland Certification within 12 months


The District reserves the right not to hire any of the applicants for the position in its sole discretion.

Interested Applicants must submit a completed Employment Application, Resume with all certifications, but **DO NOT** supply copies of certifications at this time. All applications shall be submitted by **5:00 P.M. MST Jan 4, 2020**. Questions can be emailed to applications@pleasantviewfire.org

Incomplete applications will be rejected.

Assessment: Week of January 18, 2021 Conditional Job Offer: Week of January 28, 2021

Applications and study guide material may be obtained from the District's Website: www.pleasantviewmetro.org

	Job Description	
	Job Title:	Fire Lieutenant Career
	Reports To:	Shift Captain
	Revised date:	9/3/2014
	Status:	Career; Salary; Non-Exempt; 48 hour shifts

Summary:

The Lieutenant is the first line supervisor of the Pleasant View Fire Department. This position provides leadership for the delivery of fire and emergency medical services. Acting as company officer, this position is responsible for the direction of assigned personnel engaged in emergency and non-emergency situations. This position is also responsible for assuring that assigned personnel stay current with department requirements. In many cases the Lieutenant will be the point of contact for community relations, that being said, individuals in this position must demonstrate a superior level of professionalism and character. The Company Officer has a duty to the community and the organization to lead his or her assigned personnel in the overall direction and goals of the organization.

Essential Duties and Responsibilities:

The Lieutenant is responsible for assuring the wellbeing of his/her personnel. To accomplish this, the Lieutenant may provide, time management (family vs. work), career development, and conflict resolution.

The Lieutenant has a duty to act professionally at all times, both on and off duty. Often, the public will judge all Fire Fighters and the fire service as a whole by the actions of one individual; therefore, it is the duty of all Fire Fighters to represent our profession in a positive manner.

The Lieutenant has a duty to set an example of professionalism, integrity, honor, and competence for those under his/her direction.

The Lieutenant will provide direction to assigned personnel in routine as well as emergency situations in accordance with procedure.

Complete, maintain, and archive station/company-related documentation such as incident reports, training reports, accident reports, etc.

It is of the utmost importance that the Lieutenant makes every effort to ensure the safety of personnel, co-workers, and the public.

The Lieutenant is responsible for assuring that department equipment is clean, maintained, and ready for use at all times. Furthermore, the Lieutenant is also responsible for assuring that department facilities are constantly clean and tidy.

The Lieutenant must assure that assigned personnel contribute the minimum hourly and training requirements in order to remain in good standing.

As stated above, the Lieutenant will often be the first point of contact for the public. From time to time the Lieutenant may receive complaints, concerns, or praise from the community or other agencies. The Lieutenant must handle these situations in a

professional and courteous manner and assure the individual that appropriate action will be taken. Often, community concerns may be remedied with education on the subject.

As with all members of the organization, the Lieutenant is responsible for responding to and providing professional services at emergency medical and fire calls.

The Lieutenant will be called upon to operate within the Incident Management System, filling any role, up to and including Incident Commander.

The Lieutenant is directly responsible for the actions of his/her subordinates, therefore, has a duty to correct or commend the actions of individuals or groups of individuals. The Lieutenant may be required to initiate disciplinary action ranging from counseling, verbal warning, to written warnings. The Lieutenant will work with his or her Chief as necessary to provide appropriate discipline. In the event that a subordinate performs a task worthy of recognition, the Lieutenant will initiate commendatory proceedings.

The Pleasant View Fire Department provides emergency services all day, every day without fail, therefore all members of the organization will be called upon to work on weekends, nights, and holidays.

Along with all other members of the organization, the Lieutenant has a duty to carry the organization forward. In order to keep progressing, the Lieutenant may be assigned other duties by superior officers.

Assignments:

Operations:

The Lieutenant's position shall:

- Assist with coordinating and tracking all apparatus and equipment maintenance.
- Assist with coordinating facility maintenance and improvements in conjunction with the building committee.
- Issue, track, and order station supplies, EMS supplies, Personal Protective Equipment, and uniforms.

Training:

The Lieutenant's position shall:

- Assist Training Officer, with coordinating department trainings, including regular training, shift training, and specialized training.
- Assist Training Officer, with coordinating initial training for new members including Fire Academy.

Equipment:

The Lieutenant must be able to effectively operate all types of fire apparatus and equipment related to the deliverance of fire protection and emergency medical services.

Supervisory Responsibilities:

Directly supervises 1 to 15 Firefighters at any one time. When operating as a Company Officer ensures the safety of assigned personnel and gives direction to accomplish

assigned objectives. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws.

Qualification Requirements:

Working knowledge of the organization, functions, policies, rules, methods, and regulations of fire and EMS operations. Knowledge of fire suppression, prevention, and emergency medical service principals. To perform this position successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:

Minimum qualifications for this position are:

- Valid Colorado Drivers License with good driving history
- Three years of fire service experience
- State of Colorado Firefighter II
- State of Colorado Hazardous Materials Operations
- Colorado Emergency Medical Technician Basic
- NIMS IS-100,200,700 and 800

The following must be obtained post appointment:

- Colorado State Car Seat Tech Certification within 12 months
- State of Colorado Fire Instructor I within 12 months
- State of Colorado Fire Officer I within 18 months
- State of Colorado Driver Operator/Pumper within 12 months
- I.V. therapy within 12 months

Preferred qualifications are:

- State of Colorado Fire Instructor I
- NWCG S130/190 Wildland certification or greater
- State of Colorado Driver Operator, Pumper
- State of Colorado Fire Officer I
- College level course work in the area of fire science, strategy and tactics.

Equivalent experience or education may be considered at the discretion of the Fire Chief.

Continuing Education:

All members of the organization must continually strive to improve themselves personally and professionally. In addition to the required continuing education for certification, members should seek opportunities to increase their ability to provide better service.

Language Skills:

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public. Ability to collect, maintain, and disseminate relevant data in a timely fashion to report the status of projects, work assignments, work completed, and general or specific activities performed.

Reasoning Ability:

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables. Ability to assess situations, exercise sound judgment, and take appropriate action, remaining cognizant of the District's confidentiality requirement.

Public Relations:

Public relations will be an integral part of each member's job. Members will be courteous, helpful, and conduct themselves in a manner which is appropriate for an individual in public service.

Other Skills and Abilities:

Ability to provide dynamic and persuasive presentations to community groups and individuals. Must possess excellent customer service skills with ability to deal with diverse populations. Must be proficient in the use of MS Office; Word, Excel, Outlook and Power Point. Ability to utilize the internet for research. Ability to work effectively with career & volunteer firefighters. Must be able to perform the tasks necessary to drive, board, and operate the fire department vehicles. Must have advanced knowledge of and demonstrate the applications of principles and practices of up-to-date fire and emergency services practices and tasks. Ability to maintain knowledge, skills, and abilities through recurrent training to perform the tasks assigned as required by the Fire Chief.

Physical Demands:

The physical demands described here are representative of those that must be met by a member to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of the position, the member is regularly required to use hands to handle or feel objects, tools, or controls and reach with hands and arms. The member frequently is required to sit and talk or hear. The member is regularly required to stand; walk; climb or balance; stoop, kneel, crouch or crawl; and taste or smell.

The member must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

SPECIAL CONSIDERATIONS: This position requires the use of a full face respirator (SCBA). Use of such a device requires sufficient pulmonary and respiratory health and may preclude full beards or other obstructions preventing a positive facial fit. Additionally, members may be required to operate at heights up to 110 feet on an aerial apparatus or ground ladder.

Work Environment:

While performing the duties of this position, the member regularly works near moving parts; in high, precarious places; in outside weather conditions; in occupancies with explosives

and hazardous material, is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, extreme heat, and risk of electrical shock. The noise level in the work environment is moderate to heavy.

PLEASANT VIEW METROPOLITAN DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER



Dear Applicant:

Thank you for your interest in applying for Fire Lieutenant's position with the Pleasant View Metropolitan District Fire Department. We are a progressive, all-hazard response agency covering unincorporated Jefferson County and part of the City of Lakewood. Our District make-up residential, highway, open space, and commercial, including the Colorado Mills Mall and Denver West Shopping Center. Our Fire Department is a combination department composed of career and volunteer members who work together to answer 1,100 calls for service annually, with an average response time of 3.5 minutes. We operate three apparatus out of one station with ambulance service provided by Stadium Medical.

As the community changes, so must the Fire Department. In recent years it has become evident that we must increase our career and volunteer staffing to maintain a high level of service that this community expects. The Fire Lieutenant's position is to manage, mentor, and train the volunteer staff and perform administrative duties. That said, this individual will have a much broader area of focus than one might associate with a fire lieutenant's traditional function. The District's management staff is working tirelessly to create a solid foundation upon which to move into the future of emergency services in the Pleasant View area.

If you feel that this is an organization that you want to be a part of and are prepared for and willing to take on many challenges, I look forward to talking with you. If you have questions about the organization, please do not hesitate to contact me. Thank you for your time and interest.

Sincerely,

A handwritten signature in blue ink that reads "Chris Malmgren".

Chris P. Malmgren
Fire Chief