

DESCRIPTION: Under administrative direction supervises a shift of assigned Airport Fire Fighter Trainees, Airport Fire Fighters and Airport Fire Fighter Crew Chiefs in combating and extinguishing aircraft and structural fires, and responding to emergency medical calls. Work requires the performance of hazardous tasks under emergency conditions, which may include strenuous exertion under such handicaps as smoke and cramped surroundings. A large part of working time is spent in supervising training activities, inspection and maintenance of equipment, cleaning and maintaining station, and servicing and maintaining fire extinguishers and installed systems. Performs related work as assigned.

DISTINGUISHING CHARACTERISTICS: (A position may be assigned to this class based on the scope and level of work performed as outlined below.)

This is the final in a series of four classes. This class is distinguished from the others by its supervisory responsibilities. Persons in this class are delegated on a regular daily basis the accountability and signature authority for action and decisions that directly impact the pay status and tenure of three or more full-time equivalent positions. These supervisory duties include:

- providing documentation to support corrective and disciplinary actions,
- signing performance plans and appraisals,
- resolving informal grievances or formal grievances at the first step, and
- starting the hiring process, interviewing applicants and recommending hires, transfer or promotions.

The supervisor has authority to plan, organize, assign and direct the work of other agency employees, and is accountable for the work performance of these employees. In addition, the incumbent also performs the same or highly similar work as the positions over which the incumbent has accountability.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Directs the response of three to five crews (up to 13 people) in a variety of emergency situations: directing agent streams; raising and climbing ladders; and using chemical extinguishers, bars, hooks, lines, and other equipment in performing firefighting and rescue duties.

Directs the response of crews during rescue and extraction operations including searching burning aircraft and structures for trapped and/or unconscious victims, and operating the fire fighting and rescue equipment.

Directs the response of crews to a variety of aircraft related emergencies including, crash of military and civil aircraft, stand-by for inflight emergencies, fuel spills, special maintenance, weapons loading, and aircraft welding

Directs the response of crews to a variety of medical emergencies, including personal injury accidents, accidents with machinery, and motor vehicle accidents; administers cardiopulmonary resuscitation, automated external defibrillation.

Directs the response to a variety of Hazardous Materials Emergencies, including fuel spills, and other releases of Hazardous Materials in accordance with Air Force and NFPA standards.

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Participates in the Base Confined Space Program, and will direct the response to a variety of confined space emergencies, to emergency situations involving trapped and or injured personnel. Will also direct the response to non-emergency calls to oversee confined space entry procedures in accordance with OSHA and AFOSH standards.

Will be trained in and will direct the response to terrorist incidents involving weapons of mass destruction.

Directs salvage operations including placing salvage covers, removing water and debris, assists in protecting evidence for investigation purposes.

Supervises crews in inspection of base facilities to gain compliance with fire prevention regulations and NFPA codes, and to become familiar with the building contents, and the surrounding area.

Participates in and conducts group and individual training and drill sessions relating to firefighting, emergency medical services, rescue, and related topic areas.

Directs crews in general maintenance work in the upkeep of fire station including cleaning, washing, painting walls and floors; washing and reloading fire equipment; cleaning and maintaining fire apparatus.

Participates and directs the Fire department Public Education program by promoting fire safety to the general public through tours of the station, safety briefings, extinguisher classes and informational flyers.

Performs administrative functions associated with his/her assigned shift to include; work assignments and scheduling, time cards, training records, performance reports, station log, incident reports, and supply records.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED: (These are needed to perform the work assigned.)

Knowledge of: the street system; principal buildings, business districts, and physical layout of the NEANG Base; aircraft arresting systems; aircraft cockpits, canopy controls, engine controls, and emergency access methods; assigned fire apparatus, mounted equipment, aircraft armament and egress systems; installed fire protection systems and extinguishers and other equipment used in firefighting and medical emergencies; agency policies/procedures, rules and regulations; supervisory techniques/practices/procedures; Air Force publication system; the National Fire Codes; OSHA and AFOSH standards; Air Force Fire Protection regulations and manuals; group and squadron operating instructions and policies;.

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Ability to: use judgment and initiative in supervision of a Fire Fighter Crew; present information to individuals and large groups; train other employees; issue instructions and orders clearly and rapidly in an emergency; work in uncomfortable positions/surroundings for long periods of time; promote safety and harmony in the workplace; act as a supervisor including assign tasks, develop work schedules, provide technical training, hire, evaluate performance, resolve problems, and discipline employees, including termination; identify symptoms and provide emergency medical care to victims of vehicular, fire, and other injury causing accidents; to operate and maintain fire fighting apparatus, equipment, and tools; communicate effectively; exercise independent judgment to apply facts and principles for developing approaches and techniques to problem resolution; tolerate adverse environmental extremes (temperature and noise) and utilize proper protections against other exposures (e.g., electrical currents, toxic/poisonous agents); read, understand and follow a variety of advisory/instructional data and information such as technical operating manuals/specifications, diagrams, blueprints, repair manuals, personnel rules and policies, labor contracts, safety regulations, material safety data sheets, various codes/standards, procedures, guidelines, etc.

MINIMUM QUALIFICATIONS: (Applicants will be screened for possession of these qualifications. Applicants who need assistance in the selection process must request this in advance.)

Three years firefighting experience with at least one year experience as a lead worker of a Fire Fighter crew plus the following IFSAC or Pro-Board certificates: Airport Fire Fighter, Fire Officer 3, Fire Instructor 2, Fire Inspector 2, Hazardous Materials Operations, Hazardous Materials Technician and Hazardous Materials Incident Commander, NIMS 300, 400 & 700.

SPECIAL NOTES:

Must obtain Fire Officer 4 certification within one year of hire.

Possession of a valid driver's license is required.

State agencies are responsible to evaluate each of their positions to determine the individual overtime eligibility status as required by the Fair Labor Standards Act (FLSA).