

# **RURAL MUNICIPALITY OF PINEY JOB DESCRIPTION**

## **District Fire Chief**

**POSITION SUMMARY:** The District Fire Chief is responsible to the Municipality for the proper administration and operation of their respective Fire Stations as outlined in the proceeding details. The District Fire Chief will oversee the R.M. of Piney Fire Service operations within their district. The District Fire Chief will exercise the powers and duties imposed on him by the Municipality.

**Reports to: As per Organizational Chart**

### **DUTIES:**

- 1. Responsibilities**
  - a. Per Schedule "A" here attached
  
- 2. Other Related Duties**
  - a. Other related duties as assigned by Council or Chief Administrative Officer

### **SPECIFICATIONS**

#### **Education, Knowledge and Experience**

- 5 years experience as a Fire Fighter
- Level 1 Training
- Auto Extrication
- ICS100 or equivalent
- Class 4r or better Drivers License

#### **Responsibilities**

The incumbent shall ensure that their duties are carried out in an effective, efficient and safe manner in relation to themselves and fellow fire fighters.

#### **Spending Authority**

All billings in regards to the fire trucks maintenance and operating expenses, e.g. gas, oil, etc. shall be charged to The Rural Municipality of Piney and signed by the designated fire person. The make of the truck shall be marked on the bill. Any type of expenditures beyond the maintenance cost will require approval as follows:

- a) Up to \$250 the DC can approve;

#### **Comprehension, Judgment and Confidentiality**

The incumbent must possess an understanding of and work within the policies of the Municipality. The incumbent will exercise a reasonable degree of independent judgment in the course of carrying out the duties of the position and will keep all proceedings in the Departments in confidence. Confidentiality is paramount; no information ascertained be discussed outside of the Department except for work purposes.

**Working Conditions**

6 Month Probation  
Term-Casual Position

**Remuneration:**

Remuneration as per Policy.

DRAFT: February 2022  
Adopted: March 8<sup>th</sup>, 2022