To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

**Fire Captain – Shift (2912)**

**Department:** Fire  
**Pay Grade:** 4FC  
**FLSA Status:** Non-exempt

**JOB SUMMARY**

Responsible for supervisory work in the direction of the activities in a designated station. Serves as a scene commander for a variety of emergency scenarios while adhering to department and City policy. Maintains the stations and all response equipment. Stands ready physically and mentally to perform any and all functions. Work is performed under the general supervision of the Battalion Chief.

**ESSENTIAL JOB FUNCTIONS**

- Directs the operations and training activities of the Department on a shift in a designated station or work area. Acts as shift officer in absence of Battalion Chief.
- Responds to fire alarms. Directs the route to be taken to the fire and upon arrival determines what apparatus and equipment are needed. Makes decisions as to the best methods of extinguishing fires and directs operations until relieved by a superior officer.
- Supervises laying hose lines, directing and varying the pressure of water streams, placing of ladders, ventilation of buildings, rescue operations, administering of emergency medical service, and placement of salvage covers. Directs the movement of employees and apparatus during fire and other emergencies.
- Ensures that all station equipment is returned to proper place after a fire has been extinguished and that all equipment is in working order at all times.
- Instructs personnel in the rules, regulations, and other operational procedures.
- Supervises cleaning of quarters, equipment, and apparatus at a fire station.
- Inspects personnel and maintains discipline. Transmits orders and information to personnel. Evaluates performance of subordinates and the work of personnel assigned to him/her.
- Participates in and conducts training activities and studies modern firefighting methods and techniques. Leads drills for company evaluations. Keeps records.
- Performs other job duties as assigned.
QUALIFICATIONS

Education and Experience:
High School graduation or possession of an acceptable equivalency diploma
Must be a “Step up Captain” in the department and assigned to suppression with the Fort Walton Beach Fire Department for a Minimum of five (5) years.

License, Certification, Special Requirements:

- Florida Certification as a Firefighter II
- Florida Certification as a Fire Officer I or an Associates or higher degree that is significantly relevant to the fire services
- Florida Certification as an Emergency Medical Technician or Paramedic
- NIMS ICS 100, 200, 300, 400, and IS 700 & 800.
- Maintain a valid Florida Driver’s license

Knowledge, Skills and Abilities:

- Knowledge of firefighting and emergency medical treatment principles and methods and skill in their application.
- Knowledge of fire prevention methods and education techniques.
- Knowledge of and skill in the operation and maintenance of the various types of apparatus and equipment used in firefighting activities, together with ability to supervise the effective use of such equipment and apparatus.
- Knowledge of building construction and plans review.
- Ability to lead effectively and maintain discipline.
- Ability to learn and remember the locations of fire hydrants and streets.
- Ability to exercise sound judgment, to promote harmony, and to cooperate with other officers.
- Ability to prepare clear and concise reports.
- Ability to train, supervise. and evaluate personnel

PHYSICAL DEMANDS

The work is light work which requires exerting up to 100 pounds of force occasionally, and/or up to 20 pounds of force to move objects. Additionally, the following physical abilities are required:

- Balancing: Maintaining body equilibrium to prevent falling while walking, standing or crouching on narrow, slippery, or erratically moving surfaces. The amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.
- Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms. Body agility is emphasized.
- Crawling: Moving about on hands and knees or hands and feet.
- Crouching: Bending the body downward and forward by bending leg and spine.
- Feeling: Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.
- Fingering: Picking, pinching, typing, or otherwise working, primarily with fingers rather than with the whole hand as in handling.
• Grasping: Applying pressure to an object with the fingers and palm.
• Handling: Picking, holding, or otherwise working, primarily with the whole hand.
• Hearing 1: Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discrimination in sound.
• Hearing 2: Ability to receive detailed information through oral communication, and to make the discrimination in sound.
• Kneeling: Bending legs at knee to come to a rest on knee or knees.
• Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. Occurs to a considerable degree and requires substantial use of upper extremities and back muscles.
• Mental Acuity: Ability to make rational decisions through sound logic and deductive processes.
• Pulling: Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.
• Pushing: Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.
• Reaching: Extending hand(s) and arm(s) in any direction.
• Repetitive Motion: Substantial movements (motions) of the wrist, hands, and/or fingers.
• Speaking: Expressing or exchanging ideas by means of the spoken word including the ability to convey detailed or important spoken instructions to other workers accurately and concisely.
• Standing: Particularly for sustained periods of time.
• Stooping: Bending body downward and forward by bending spine at the waist. Occurs to a considerable degree and requires full motion of the lower extremities and back muscles.
• Talking 1: Expressing or exchanging ideas by means of the spoken word including those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
• Talking 2: Shouting in order to be heard above ambient noise level.
• Visual Acuity 1: Have close visual acuity to perform an activity such as: preparing and analyzing data and figures; transcribing; viewing a computer terminal; and/or extensive reading.
• Visual Acuity 2: Including color, depth perception, and field vision.
• Visual Acuity 3: Visual Acuity to determine the accuracy, neatness, and thoroughness of the work assigned or to make general observations of facilities or structures.
• Visual Acuity 4: Have visual acuity to operate motor vehicles and/or heavy equipment.
• Visual Acuity 5: Have close visual acuity to perform an activity such as: visual inspection involving small defects, small parts, operation of machines; using measurement devices; and/or assembly or fabrication parts at distances close to the eyes.
• Walking: Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.

**WORK ENVIRONMENT**

Work is performed inside in an office environment.