

## **FIRE CAPTAIN**

### **General Statement of Duties**

Performs responsible work as the supervisor of, and is responsible and accountable for a Fire Company. The Fire Captain responds to fires, medical emergencies, hazardous materials incidents, rescues, traffic accidents, and other emergency and non-emergency incidents that pose a threat or hazard to life and/or property for the purpose of mitigating these threats.

### **Distinguishing Features of the Class**

An employee in this class supervises the operations of an assigned Company by coordinating and instructing Company personnel in work assignments and procedures. Employee supervises and assists in the work of firefighting, emergency medical, rescue, and hazardous material responses, and the performance of related life and property protection. Employee responds to public educational requests of the Fire Rescue Department. Daily work usually involves training, readiness drills, and exercises with other fire personnel to maintain job related skills. The employee interprets policies, procedures, and standards and ensures their appropriate application for the assigned Company. Work requires the employee to possess a complete understanding of fires, medical emergencies, hazardous materials incidents, rescues, traffic accidents, and other emergency and non-emergency incidents that pose a threat or hazard to life and/or property. Judgment and independence are required in most aspects of work, particularly in setting work priorities and directing staff. Work may require the employee to perform the functions of the Battalion Chief and may require the employee to take command at an incident, supervising staff in emergency operations. Work is performed under the general supervision of the Battalion Chief through observation, reports, and discussions.

### **Essential Duties and Illustrative Examples of Work**

Responds on fire apparatus to incidents and performs all basic firefighting, emergency medical technician, and other hazard and threat mitigation functions including making hose and adapter connections, using self-contained breathing apparatus, advancing hose lines, using portable extinguishers, conducting salvage operations, using ground ladders, monitoring radio transmissions and relaying messages, assessing and treating patients, and lifting and moving patients. These functions are often carried out using specialized tools and techniques.

Plans and directs the daily Company activities as they relate to personnel, equipment, and facilities maintenance.

Serves as incident commander on the scene unless, or until, relieved of that assignment by Battalion Chief or higher level official.

Organizes and participates in Company and departmental training to assure proficiency with all hazard and threat mitigation functions, equipment, apparatus, street locations, and target hazards.

Acts in the capacity of Battalion Chief in the Battalion Chief's absence after being trained.

Reports any violations of policies, procedures, rules, and regulations and routes all official matters up through the chain of command.

Prepares reports, documents information, and maintains records as required.

Completes special projects and participates in work groups and committees as required.

Evaluates and counsels assigned personnel.

Uses hand tools, pneumatic tools, hydraulic tools, and other power tools to carry out functions such as forcing entry into structures, removing smoke and hazardous gases from structures, extrication of patients, and checking for fire extension.

Participates in departmental and Town-wide programs to establish and maintain strength, endurance, and general wellness.

Participates in fire prevention and readiness activities including inspections, public education, demonstrating fire extinguishers, demonstrating and installing smoke detectors, preparing preplans, testing and maintenance of fire hydrants, testing and maintenance of apparatus, and testing and maintenance of other equipment.

Attends lectures, studies manuals, participates in drills and learns modern techniques to develop and maintain skills.

Maintains fire station facilities and grounds by cleaning, sweeping, mopping, painting, washing windows, mowing, landscaping and other associated tasks.

Performs other duties as assigned.

### **Knowledge, Skills, and Abilities**

Specific knowledge, skills and abilities requirements are elaborated in the Fire Rescue Department Career Development Procedures. All employees must have the following:

Considerable knowledge of the principles and practices of fire service management, and skill in their application.

Considerable knowledge of the National Incident Management System used by the Kernersville Fire Rescue Department.

Knowledge of the types of industrial and commercial operations in the Town and the potential hazards typical of each.

Ability to effectively supervise and evaluate the work of personnel, and to plan, assign, and coordinate activities performed by personnel.

Ability to produce accurate reports and written documentation.

Ability to support the values and goals of the department.

Ability to read and understand technical materials.

Ability to understand and follow oral and written instructions.

Ability to operate as a member of the team and establish and maintain effective relationships with persons encountered in the course of work.

Ability to remain in control and make sound decisions during high stress situations.

### **Working Conditions and Physical Requirements**

Worker is exposed to the hazards of public safety and emergency services with significant risk of

injury or loss of life being present in the work. Risks can be partially controlled by the use of safety precautions. In addition, improper actions can result in significant risk to others.

Worker may have contact with potentially infectious bodily fluids.

Work required is often carried out while wearing a respirator or self-contained breathing apparatus. Work may also be required to be performed in confined, high or elevated areas as well as in low visibility conditions.

Must be able to physically perform the basic life operational support functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, walking, pushing, pulling, fingering, grasping, feeling, talking and hearing, and repetitive motions.

Must possess the visual acuity to operate apparatus and other equipment.

Must be able to perform heavy work exerting up to 100 pounds of force occasionally, 50 pounds of force frequently and up to 20 pounds of force constantly.

### **Desirable Education and Experience**

High school diploma or equivalent degree supplemented with a combination of education and experience equivalent to an Associate's degree with courses in fire science, supervision and administration with considerable experience in the fire suppression and/or prevention.

### **Experience**

Must have a minimum of two (2) years experience as a Fire Engineer with the Town of Kernersville Fire Rescue Department

### **Special Requirements**

- North Carolina Class B Driver's License (or equivalent State issued Driver's License)
- North Carolina Firefighter
- North Carolina Emergency Medical Technician
- North Carolina Hazardous Materials Level I Responder
- North Carolina Technical Rescuer - Technician Certification
- KFRD Relief Driver (internal certification)
- North Carolina General Level I Fire Instructor
- North Carolina Fire Officer II
- North Carolina Fire and Life Safety Educator I
- Fire Department Safety Officer's Association (FDSOA) Incident Safety Officer Class or National Fire Academy (NFA) Incident Safety Officer Class
- Blue Card Incident Command Certification
- Blue Card – Division Boss Workshop required within 24-months of being promoted to Captain
- KFRD Fire Officer Academy Graduate (Required prior to promotional processes held on or after 7/1/2026)

### **Additional Information**

This position is classified as safety sensitive per the Town's Personnel Policy.

### **Fair Labor Standards Act (FLSA) Status**

Non-exempt

2025