



Platteville-Gilcrest Fire Protection District  
**JOB ANNOUNCEMENT**

**Position Title:** Battalion Chief (Three new positions)

**FLSA Status:** Exempt

**Hours:** Full Time – 48/96 shift

**Additional Hours:** For the first 3-6 months on days off, will be required to be at the administrative office Tuesday-Thursday from 9 am to 3 pm (hours subject to change) for the building, planning, logistics and development of new operations structure and addition of the ambulance service division.

**Tentative Start Date:** September 4, 2018

**Compensation:** \$78,000 - \$115,000 DOE, plus an excellent benefits package

**Application Deadline: June 8, 2018 @ 3:00 p.m. MST**

Come join our team at Platteville-Gilcrest Fire Protection District. We are a growing and expanding fire district. We just passed a mill levy to allow us to add and staff an ambulance service division along with additional operations staffing. We are also excited to be building a new 32,000 square foot headquarter fire station in Platteville that should open in late 2019.

We are looking for three individuals who are energetic and excited to continue with building our district foundation, is a team player and has a willing and positive attitude toward their job and life. Must be an individual who is detailed oriented, organized, communicate above average and willing to give administrative duties as much attention as operations. However, the individual must be able to deal with daily situations that may not involve good, clear and concise communication.

**APPLICATION PROCEDURES:**

Application for this full-time Battalion Chief position is being accepted at [www.pgfpd.org](http://www.pgfpd.org); (click on the “Join our Team” tab located in the white banner at the top of the page; then click on “Career Opportunities”). Complete the fillable application and email it along with your current resume and required certification to [info@pgfpd.org](mailto:info@pgfpd.org). If you prefer to drop off your application and resume, do so at 303 Main Street, Platteville, CO Monday-Friday between the hours of 7:30 am – 4:00 pm

Application deadline is **June 8, 2018 at 3:00 p.m. MST**

## **POSITION SUMMARY:**

This summary is established by the Platteville-Gilcrest Fire Protection District (PGFPD) to outline the basic requirements, duties and general responsibilities of the position of Battalion Chief.

This position is full time and FLSA exempt. This position is "At Will", which means PGFPD may terminate the employment relationship at any time and for no reason, subject to the requirements of applicable laws. Similarly, the employee may terminate the employment relationship at any time and for no reason, without prior notice.

The Battalion Chief plans, directs and manages the activities, conduct, and job performance of suppression supervisors, firefighters, and emergency medical personnel assigned to multiple locations during routine as well as emergency situations on a daily basis. Secures and assigns adequate resources to meet District staffing needs and response configurations for the performance of District operations on a continual basis. The Battalion Chief exercises independent judgment during complex situations without direct supervision. Performs all technical and administrative functions related to fire protection, suppression and emergency medical services, including responding to emergency and non-emergency situations.

## **REQUIRED EXPERIENCE AND TRAINING:**

- Must pass a drug screen and criminal/driving history background check.
- Successfully complete the District's testing/selection process.
- Successfully complete the District's adopted Driver/Operator program within 90 days of employment.
- Successfully complete the District's adopted SCBA fit testing program within 30 days of employment.
- Have the ability to learn and teach a variety of firefighting duties and methods.
- Must be able to provide direction and give commands as appropriate.
- Must be able to understand and follow oral and written instructions.
- Must have appropriate oral and written communication skills and have skills and ability to work as an integral part of the team.
- Must have knowledge of surrounding resources, auto and mutual aid agreements, and the ability to manage multi-agency incidents.
- Have a working knowledge of fire apparatus and equipment to include the operation, care and light maintenance.
- Have the ability to plan, assist, direct, supervise, and review the operations of equipment and staffing at the scene of an incident.
- Have thorough knowledge of the Incident Command System and appropriate safety practices.

## **Certificates, Education, Licenses:**

- Have a high school diploma or equivalent.
- Must possess:
  - Colorado State Fire Officer I
  - Colorado State EMT-B certificated at the time of the job offer.
  - Valid Colorado driver's license.

- Must obtain National Registry EMT certifications within 18 months of hire.
- Must have a minimum of an Associate's Degree in Emergency Services related field OR have served in a supervisory role in an Emergency Services position for no less than three years.
- Must have a minimum of five years of experience as a firefighter or in a related field (i.e., emergency services).
- Obtain Red Card, Wildland firefighting certification within 12 months of employment.
- NIMS: ICS 100, 200, 300, 700, 800
- NIMS: ICS 400 within 1 year of hire

**SEE JOB DESCRIPTION ON WEBSITE FOR ADDITIONAL INFORMATION ON:**

- Duties and Responsibilities
- Supervision
- Distinguishing Characteristics

**PHYSICAL DEMANDS:**

- Ability to perform all essential job tasks as defined in job description
- Ability to sit, stand, walk, kneel, crouch, squat, stoop, crawl, twist, climb and lift 150 lbs.
- Exposure to cold, heat, extreme noise, outdoors confining work space, electrical hazards, vibration, chemicals, dust, toxic waste, mechanical hazards and explosive materials.
- Meet and pass the minimum annual fitness level requirement determined by PGFPD.



**Platteville-Gilcrest Fire Protection District  
Battalion Chief  
Tentative Schedule of Events  
2018**

- A. **Applications Accepted** **May 11- June 8**  
(Deadline is 3:00 p.m. June 8 Mountain Standard Time)
- B. **Physical Agility Test** **Saturday, July 21 @ 0800**
- Gilcrest Station – 14679 CR 42, Gilcrest, CO
  - Check-in will begin at 0730
  - Those moving to the assessment center will be notified via email their assigned time for July 23.
- C. **Assessment Center** **Monday, July 23**
- Gilcrest Station – 14679 CR 42, Gilcrest, CO
  - Those moving to oral boards will be notified via email their assigned time for July 24.
- D. **Oral Boards** **Tuesday, July 24**
- Gilcrest Station – 14679 CR 42, Gilcrest, CO
- E. **Candidates notified of Chief's Interview** **Thursday, July 26**
- Candidates invited to the Chief's Interview will be given an interview time when notified.
  - Candidates not moving to the Chief's Interview will be notified via email.
- F. **Chief's Interview** **Monday, July 30**  
**Tuesday, July 31**
- Platteville Station – 303 Main Street, Platteville,
- G. **Successful candidates given conditional job offer** **Friday, August 3**
- H. **Tentative Start Date** **Tuesday, September 4**