

Big Lakes County

FIRE CAPTAIN

Permanent Full Time

Reporting to the Deputy Fire Chief or designate the Fire Captain will assist in overseeing fire activities, ensuring effective firefighting and rescue operations within the County. The role requires a positive attitude, community focus, strong communication skills, sound judgment, a commitment to public service and ethical standards. The captain's main focus will be on prevention and operations.

Key Duties & Responsibilities:

- Promote fire prevention across the Region through public appearances, Fire Smart and public education programs.
- Act as the Emergency Management Coordinator.
- Deliver fire services and command emergency scenes, including evaluating the situation, developing and implementing strategies and tactics, and directing emergency personnel and resources to safely and efficiently resolve incidents.
- Collect relevant incident information and complete all applicable incident documentation for database entry.
- When designated, oversee personnel, apparatus, equipment, and property at emergency scenes, ensuring strict adherence to the service's Standard Operating Guidelines.
- Provide leadership training and mentorship to subordinate officers and senior firefighter positions.
- Oversee the post-incident maintenance and orderliness of the fire station, ensuring the upkeep and operational readiness of all emergency equipment and apparatus.
- Collaborate with fire service members and County employees on fire safety, training, and emergency response matters.
- Provide direction to firefighters regarding effective training techniques and emergency operations.
- Offer timely assistance and guidance for varied customer concerns.
- Organize, direct, and execute training for personnel on firefighting and rescue techniques and the use of emergency response equipment.
- Oversee the general upkeep and organization of the Fire Service, including maintenance and operation of all emergency equipment and apparatus.
- Perform other related duties as required or as responsibilities necessitate.

Education & Experience:

- Minimum three (3) years senior experience with a recognized municipal fire service.
- Grade 12 or equivalent and or Emergency Services related diploma or degree.
- Valid Standard First Aid Certificate with CPR-HPC
- Firefighter NFPA 1001 Level I & II
- NFPA 1002 – Pump and driver operation
- NFPA 1051 – Wildland Firefighter or equivalent
- NFPA 1072 – HAZMAT, Awareness & Operations
- ICS 200
- Valid Class 5 driver's license with Q endorsement.
- Current criminal record check with vulnerable sector.

Knowledge, Skills & Attributes:

- Basic administrative skills.
- Proven ability to work effectively with Fire Service members.
- Knowledge of Health and Safety programs and related legislation.
- Proficiency with computer systems, including Microsoft Office Suite and databases.
- Strong ability to interact with ratepayers, employees, management, and Council in a calm and professional manner.
- Excellent troubleshooting and problem-solving skills.
- Self-motivated and able to work independently with minimal supervision.
- Ability to interpret, implement, and adhere to organizational policies and procedures.
- High level of integrity, confidentiality, and accountability.
- Strong analytical thinking, planning, prioritization, and execution skills.

Working Conditions & Physical Environment

- Physical requirements include the ability to lift and carry up to 23 kg regularly, and occasionally lift heavier weights (e.g., firefighting equipment, injured individuals, or rescue gear) as needed during emergency operations. The role also involves activities such as bending, twisting, kneeling, squatting, and crawling.
- Exposure to dust, fumes, chemicals, loud noises, and various outdoor conditions, including extreme temperatures, during emergency situations.
- Regular driving is required as part of the role, often under stressful or emergency conditions.
- Standard workweek is 36.25 hours, with a rotational on-call schedule that may include evenings, weekends, and holidays.
- Ability to work in high-stress, high-pressure situations with quick decision-making required.
- Must wear and be able to work with personal protective equipment (PPE), such as firefighting gear, breathing apparatus, etc.
- The work environment may include confined spaces, hazardous materials, and physically demanding tasks during emergency response.
- Occasional overnight shifts or extended hours during large-scale emergencies or incidents.

Health & Safety:

- All personnel working at Big Lakes County are governed by the County's Health & Safety Policy.
- Ensures all operations are conducted in a safe manner and in accordance with County Policies and Occupational Health & Safety Regulations
- Must follow all safe job procedures

Compensation:

Big Lakes County offers an excellent benefit and pension package with a competitive salary.

Hours of Work:

Monday-Friday 8:15am-4:00pm

Submit Cover Letter and Resume, Including References to:

Eunice McCauley, Human Resources
Big Lakes County, Box 239, High Prairie, AB T0G 1E0
Phone: 780-523-5955
humanresources@biglakescounty.ca

Deadline for applications: Open till suitable candidate is found.

Big Lakes County thanks all applicants for their interest; however, only those selected for an interview will be contacted. Visit our website at www.biglakescounty.ca for more information.