

CLIFTON FIRE PROTECTION DISTRICT

3254 F. Road/PO Box 386 • Clifton, CO. 81520 • 970-434-5448

www.cliftonfire.com



JOB ANNOUNCEMENT Deputy Fire Chief

The Clifton Fire Protection District is located in Mesa County, Colorado and serves as an all hazards emergency response and transport agency. In 2017 we responded to over 3,700 requests for service from one strategically located station. We operate three platoon shifts staffed with 5 personnel working a 3/4 Modified Kelly schedule. We also utilize part-time members to augment staffing. We provide service to a population of 33,000 residents within a fifteen square mile jurisdiction. We maintain 2 Class A Engines, 1 75' Quint Ladder, 1 Heavy Rescue, 1 Type 6 Brush unit, Three ALS/BLS Ambulances 1 SUV Squad and a 20' River Boat. We are bordered by the City of Grand Junction to the west, City of Palisade to the east, the Colorado River to the south and US I-70 to the north.

General Position Summary

This is a sworn exempt position assigned to the Administrative/Operations Division.

The Deputy Chief, under the direct supervision of the Fire Chief, oversees the Operations and Training Division of the Department. The Deputy Chief participates in the planning, policy development, and conflict resolution within the department. The Deputy Chief aides in the development of the annual budget and keeps the Fire Chief apprised of essential personnel, equipment and training needs as it pertains to budget development. The Deputy Chief develops, directs and reviews the activities and operations as it pertains to fire suppression, emergency medical response, care and transport, hazardous materials mitigation and public education.

The Deputy Chief typically works a 40-hour workweek schedule, though may often require undetermined additional work hours for incident response, meeting attendance and performance of other duties. The Deputy Chief is considered on call beyond the standard 40-hour workweek. The Deputy Chief will rotate with the Fire Chief as the on duty Chief Officer

Complete Job Descriptions can be located on our website with the application packet.

Minimum Qualifications (certifications must be current)

The following qualifications or combination of qualifications must be listed in the application packet. The Fire Chief may consider a combination of experience and education in lieu of certain certifications.

- Must have minimum of ten years of increasingly responsibility in fire suppression and emergency medical response experience, including three years as a Fire Captain or higher rank
- Bachelor's Degree from an accredited college in Fire Science, Public Administration, Emergency Management, Business Management or related field
- Colorado State or IFSAC Fire Instructor I

- Colorado State or IFSAC Fire Officer I
 - Colorado or National Registry EMT-Intermediate certification (Paramedic preferred)
 - NFPA 1031 Certified Fire Inspector (within one year or first availability)
 - NFPA 1033 Fire Investigator (within two years or first availability)
 - Ability to read and write in the English language as to accurately complete legal documents and/or interpret legal and comprehensive documents
 - The Fire Chief may consider any combination of education and experience
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Salary and Benefits

The **starting** Annual Salary range is **\$74,000.00 to \$79,000.00** (based on all hours worked), depending upon qualifications and experience.

In addition the Clifton Fire Protection District offers a comprehensive employee benefit program including health insurance coverage for both employee and family, Employee Assistance Program, FPPA Defined Benefits pension plan, health insurance, vacation and sick leave, paid holidays, and other employee benefits. District vehicle will be provided.

Application Process

Interested applicants can download an application packet and complete Job Description from the "Employment" link on our Fire District web site www.cliftonfire.com or in person at our Fire Station 21 located at 3254 F. Road Clifton, CO. Candidates must submit a complete resume with a letter of interest and completed application packet with copies of the required certifications to:

Clifton Fire Protection District
Charles K. Balke, Fire Chief
P.O. Box 386
Clifton, CO. 81520

Application packets must include resume', District Application and copies of minimum certifications

Complete application packets must be received no later than 5:00pm on Friday January 25, 2019. NO Facsimile or emailed submissions will be accepted.

Tentative Evaluation Process Schedule

Applications will be screened and selected upon receiving them. Applicants will be notified if selected to move forward.

- Assessment Center Date: **February 22, 2019**
- Chief's Interview Date: **TBD**
- Conditional Job Offer Date: **Week of March 4, 2019**
Note: Contingent upon satisfactory completion of medical examination, criminal and background check and drug/alcohol testing
- Anticipated Start Date: **Week of March 18, 2019**

The Fire Chief reserves the right to make no offers of employment and reopen the process.