

BROOKS COUNTY BOARD OF COMMISSIONERS

QUITMAN, GA

POSITION ANNOUNCEMENT

The Brooks County Board of Commissioners is currently accepting applications for the position of:

Fire Chief, Brooks County Fire Department, Brooks County, Georgia

Starting salary range: \$55,000 - \$65,000 annually (Commensurate of Experience/Qualifications)

FLSA Status: Full Time / Exempt

Under the direction of the County Administrator, the Fire Chief is responsible for the overall direction of the Brooks County Fire Department. Duties and responsibilities include, but are not limited to, management/supervision, developing policies and procedures specific in nature to the fire service complimentary to county policies and procedures, managing fiscal and capital budgets, representing the department at public functions at the request and/or approval of the County Administrator, responding to emergencies, performing inspections, providing training, and performing additional tasks as assigned.

This position is designated as an emergency position that may require work under all types of emergency conditions and availability on a 24/7 basis, including holidays.

A degree in public administration, fire science, business administration or a closely related field with ten (10) years of experience; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job is required. A minimum of ten (5) years extensive experience in firefighting work of a progressively responsible nature, at least two (2) years at an Officer level.

The incumbent **must** possess at time of application, and maintain, Firefighter Certifications as specified by Georgia Firefighter Standards and Training; NPQ Firefighter I, NPQ Firefighter II as well as Hazardous Materials Awareness/Operations Level, Fire Instructor, and NIMS 100, 200, 300, 400, 700, 800. Emergency Medical Responder (EMR), Georgia EMT or higher, and accredited classes on Incident Command Systems are all highly desired. Fire Inspector ProBoard Certification as defined by NFPA 1031 and NFPA 1021 NPQ Fire Officer I, II, and III. NFPA 1021 NPQ Fire Officer IV within eighteen months (18) of acceptance (if not already completed). Possession of a valid Georgia Driver's License is required with a Class F or CDL endorsement.

Work is performed standing, stooping, sitting, bending, walking, crouching, lifting and often moving objects weighing more than 50 pounds. Work is typically performed in an office setting and occasionally outdoors, however, the incumbent may be required to work inclement weather, dirt, noise, grease, and machinery with moving parts. This position is designated as an emergency/first responder position that may require attendance at work under all types of emergency conditions. This position requires regular attendance and availability on a 24/7 basis including holidays. Must be capable of multitasking while under heavy stress.

Brooks County, Ga. is an equal opportunity employer that offers a healthy work environment and benefits. Full scope of position and application for employment can be found at www.brookscountyga.gov Applications, with required resumes, will be accepted by email or mail until the position is filled and should be presented to:

Brooks County Board of Commissioners
Attn: Kim Daniels, HR Coordinator
610 South Highland Rd. Quitman, GA 31643
kdaniels@brookscountyga.gov