

**CITY OF GRANDE PRAIRIE
JOB DESCRIPTION**

A. IDENTIFICATION:

POSITION TITLE: Fire Officer-Qualified
DEPARTMENT: Fire Department
SUPERVISOR: Lieutenant
SUPERVISES: Firefighters at Incidents
CLASSIFICATION: Firefighter

B. PURPOSE:

The Firefighter Officer-Qualified is an emergency responder, who in addition to his/her regular duties as outlined in the Firefighter job description, is responsible for the supervision of the employment of tactics and tasks at emergency incidents when there is less than a full Platoon response and a Fire Officer is absent.

C. DUTIES and RESPONSIBILITIES:

1. The Firefighter Officer-Qualified shall respond primarily in the role of a Firefighter. When there is less than a full Platoon response and a Fire Officer is absent, the Firefighter Officer-Qualified has the additional responsibility for the supervision of the employment of tactics and tasks at emergency incidents and shall conduct an initial size-up and recognize the need for investigation at response incidents.
2. At full response incidents where the Platoon Officer is present, the Firefighter Officer-Qualified may be assigned as a Sector Officer and shall assist the Lieutenant and/or Fireground Commander with scene size-up and safety.
3. During the absence of a Lieutenant, a Firefighter Officer-Qualified shall be assigned the duties and responsibilities as an Acting Lieutenant
4. Is responsible for reports, documents and records for incidents in which the Firefighter Officer-Qualified is in a supervisory role.
5. Assist the Lieutenant in the delivery of competency-based platoon maintenance training.
6. Conduct routine inspections of buildings and properties within the authority of the Safety Codes Officer (Fire Discipline). This includes the following building classifications: C, D, E, F-3).
7. Performs maintenance of Department Self-Contained Breathing Apparatus to MSA Level 3 Technician Level.

D. QUALIFICATIONS:

MINIMUM QUALIFICATIONS (Required to apply for this position)

- Minimum rank of Senior Firefighter.
- Maintains the qualifications for Firefighter.

FULL QUALIFICATIONS (To be attained through Individual Performance Plans)

- Safety Codes Officer Certification – Inspector Level I.
- MSA Level 3 Technician Certification
- NFPA 1021 (Fire Officer Professional Qualifications) – Level I.
- GPDF Fire Officer – Qualified Training Course.