

WASHINGTON STATE DEPARTMENT OF PERSONNEL

Specification for Class of

ASSISTANT FIRE CHIEF - DOC  
41950

**Abolished Effective July 1, 2007**

Definition: Within the Department of Corrections, exercising independent judgment, assists the WMS Fire Chief in the emergency response program for fire, medical aid, and hazardous materials emergencies on McNeil Island, 24-hours a day, seven days a week. Develops, monitors and administers a fire suppression training program that meets or exceeds state and local requirements. This position will assume command and act for the Fire Chief in their absence.

Typical Work

Develops, monitors and administers a training program for inmate firefighters and fire department staff that meets or exceeds state, local, and NFPA standards; provides ongoing training classes to ensure all annual and quarterly training requirements are met; maintains training records for the department and on an individual basis;

Inspects all occupancies of compliance with state and federal fire and life safety requirements, i.e., MICC's main facility, the North Complex, Riveland Hall, manufacturing facilities, power generation station, sewer and water treatment facilities, gas station, auto and marine repair shops, an elementary school, a bowling alley, a community of 52 family residences, and 4,400 acres of wild lands;

Supervises fire drills and provides instruction pertaining to the handling of emergency situations; inspects and tests fire fighting equipment and alarm systems for proper operation; interprets and explains national, state, and city fire codes to staff; provides technical advice to individuals as requested;

Investigates fires on McNeil Island relative to fire plan and systems operation; prepares reports on fires occurring on McNeil Island under the direction of the State Fire Marshall; develops and updates policies pertaining to fire prevention, suppression and hazardous materials containment spills;

Provides technical assistance to local jurisdictions, coordinates compliance of state and federal regulations and requirements;

maintains liaison with local jurisdiction concerning fire hazards on construction projects;

Directs fire, medical aid, and hazardous materials response emergencies on McNeil Island.

Maintains all fire suppression equipment, i.e., fire engines, ambulances, HAZ-MAT response van, SCBAS fire extinguishers, fire alarm and sprinkler systems;

Performs other work as required.

Knowledge and Abilities

Knowledge of: nationally recognized fire protection and fire prevention standards, fire fighting techniques, fire suppression tactics, and strategies for fire control of structures and wild lands.

Ability to: administer and manage a fire prevention, suppression and training program, apply state-adopted fire and building codes to ensure adequate levels of fire and life safety, conduct fire investigations, work effectively with inmates, representatives of state and local government, architects, local officials, and write clearly.

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Minimum Qualifications

Four years of experience as a structural firefighter or above at a fire department involved in fire suppression activities. **OR**

One year of experience as a lieutenant or above at a fire department involved in fire suppression activities which includes experience as a training officer. **OR**

A two year degree in Fire Science.

New class established: 6-15-90

Revised definition, minimum qualifications, formerly Fire Chief -  
DOC: 1-19-01