

Greene County Emergency Services

Job Announcement – DEPUTY FIRE COORDINATOR (per diem)

Annual Rate: \$2,978.04

This position falls under the auspices of the Greene County Emergency Services Department and is appointed by the Fire Coordinator of Greene County as authorized under New York State Fire Service Law and established by Resolution of the County of Greene to establish an order of succession. The incumbent serves at the pleasure of the Fire Coordinator but not beyond their term of office. The employee in this position is allowed leeway to use independent judgment and will report to and will receive overall supervision from the County Fire Coordinator. Does related duties as required of the position.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of modern firefighting and fire prevention methods; Good knowledge of the geography of the County; Good knowledge of the emergency equipment available to the Deputy Fire Coordinator; Good knowledge of standard office computer software programs, including email, spreadsheets, and document creation; Working knowledge of water relays, tanker operations, pump operations, and fire ground/incident command operations; Working knowledge of the laws, rules, regulations, and purposes of a mutual aid program and fire service; Working knowledge of the principles and operations of a two-way radio system; Ability to plan and coordinate the work of others; Ability to interpret the fire training and mutual aid plan to County and local officials and the public; Ability to communicate effectively both verbally and in writing; Ability to maintain reports, records, and logs; Good judgment, tact, courtesy.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma and four (4) years of satisfactory experience and/or fire prevention work as a paid employee of a fire department or as a member in good standing of a volunteer fire company or department duly organized under the laws of New York State. Past or current Chief or Assistant Chief of a volunteer fire company or department.

SPECIAL REQUIREMENTS:

1. Possession of a valid New York State Driver's License at the time of appointment, which must be maintained throughout employment.
2. Past or current Chief or Assistant Chief of a volunteer fire company or department
3. Qualified as a Firefighter 1 or equivalent
4. Qualified in Hazardous Materials First Responder Operations
5. Qualified as an Incident Safety Officer
6. National Incident Management Service (NIMS) ICS200, ICS700 and ICS800

Submission of a Greene County employment application is required that shows you meet the minimum qualifications for this position. You are responsible for an accurate and clear description of your experience.

You may include a resume but do not substitute a resume.

Applications can be obtained at:

<https://www.greenegovernment.com/wp-content/uploads/2019/07/GC-HR-EMPLOYMENT-APPLICATION-WITH-CONSENT-RELEASE-FORM-2019.pdf>

Qualified candidates should submit applications to the Greene County Human Resources Department, 411 Main Street, Catskill, NY 12414 or hr@greencountyny.gov.

NOTE: Applicants or those eligible for original appointment to positions in the classified service in Greene County Government that receive a conditional offer of employment must successfully pass a background check and drug screen.