

# NOGALES FIRE DEPARTMENT



*The City of Nogales is currently recruiting for the following position:*

## **BATTALION CHIEF (EMS Coordinator)**

**Responsibilities:** Provides supervision and direction over operations of the City's Fire Department; manages EMS Division, Receives supervision from the Fire Chief or Designee, EMS Coordinator for the Nogales Fire Department, Meets with Fire Chief regarding department assignments, planning, organization and coordination of department activities, Directs, supervises and coordinates department staff operations, to include assigned staff, Fire Captains and subordinate personnel, Organize, directs and coordinates day activities, Assign inventories of supplies and equipment subordinate personnel, Approves timesheets and leave request of personnel; arranges for the medical testing of personnel, Conducts performance evaluations, Assists in providing training as needed, Receives briefing on high profile incidents and staff injuries/exposures and fleet equipment requiring service or repairs, Reviews Fire and EMS calls for quality assurance and accurate documentation, Maintains, update, files and monitors fire incidents requiring a Fire Investigator, Directs and coordinates annual hose and ladder testing for OSHA compliance, May attend EMS/HazMat meetings for updates and changes to practices, rules, regulations, policies and trainings, Develops EMS and Fire standard operating guidelines.

**Education, Certifications and Requirements:** Associate degree from an accredited institution in Public or Business Administration, Fire Science or related field, Seven (7) years of firefighting experience, including three (3) years of experience as a Fire Captain or other administrative role, Completion of Fire Tactics and Procedures Course, Incident Safety Officer Training (16hr course), Leadership in Supervision Courses Oran equivalent combination of education, experience and training, Valid AZ State Driver's License, State of AZ Firefighter I&II certification, State of AZ EMCT-EMT certification, BLS Healthcare Provider CPR certification, ICS-100, 200, 300, 700, 800, Fire Inspector 1 certification, Wildland Firefighter certification.

**Within One (1) Year of Hired Date:** ICS: 400 certification, Fire Instructor or EMS Instructor, HazMat Technician certification, Fire Arson Investigator

**Preferred Qualifications:** Spanish language fluency, Chief Officer certification, or Blue Card, State of AZ EMCT-Paramedic certification, Bachelor's Degree in Public Business Administration Fire Science or related field.

**Salary/Classification:** Full-Time Position; FLSA Exempt; Salary Range 80 plus benefits outlined in the Personnel Manual.

**Close Date:** Interested and qualified candidates must submit a *completed application, resume and letter of interest* to Ana De La Ossa with the Human Resources Department. *This position is open until filled.*

### **City Information:**

City of Nogales  
777 N. Grand Avenue  
Nogales, AZ 85621

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Phone: (520)287-6571

*The City of Nogales is an Equal Opportunity Employer and a Drug Free Workplace  
Internal Posting: 07/01/2022*