**Recruitment for Assistant Chief**

**Pendleton Fire & Ambulance Department**

**Pendleton, Oregon**

**$7,488 - $9,433/month, plus generous benefits package**

The City of Pendleton is looking for a fire service professional to help lead the department in its goal of becoming the Premier Fire & Ambulance Department in Eastern Oregon. The department operates three fire stations within its 22 square mile fire protection boundaries and 2,000 square mile Ambulance Service Area. The department provides fire protection, rescue, and ALS ambulance transport service and responded to 3,900 calls for service last year.

GENERAL POSITION SUMMARY:

The Assistant Chief reports to the Fire Chief and performs a variety of complex, specialized and professional duties with primary responsibility for controlling, coordinating, and supervising the Fire Prevention activities of the City. The Assistant Chief plans, directs and participates in the activities and operations related to fire prevention, fire investigation, hazardous materials, and public education programs. May assume command responsibility at emergency and non-emergency incidents. In the absence of the Chief, serves as the acting Fire Chief. Serves as a liaison between the fire department and a variety of local, state and federal agencies and commissions, as well as the media. In addition to the above, this position may be responsible for the supervision of the logistical and training staff assignments.

EDUCATION AND EXPERIENCE:

1. High school diploma or GED equivalent
2. Associates degree in Fire Protection Technology or other related area (Bachelor’s degree and NFA Executive Fire Officer preferred)
3. Requires five years of increasingly responsible firefighting and/or emergency medical response experience with at least two years at the company officer level or a combination of education and experience meeting this requirement. Preferred – Experience in a combination fire department utilizing both career and reserve members.
4. Certification by DPSST, IFSAC, ProBoard, or equivalent in the following areas:
   1. Fire Officer 1 & 2
   2. Instructor 1
   3. Inspector 1
   4. Fire Investigator 1

E. Any equivalent combination of education and experience.

SPECIAL REQUIREMENTS:

A. Must be at least 21 years of age and possess a valid, insurable Driver’s License;

B. Must be able to effectively read, speak and write the English language;

C. Must be able to pass the department’s security clearance standards including review of criminal history and driving record.

D. Oregon Fire and Life Safety Certification as Fire Marshal, or be able to obtain within three years.

Qualified candidates interested in this opportunity must submit an application and letter of interest to the Human Resources Director no later than 5:00 pm on September 22, 2023 at 500 SW Dorion Ave, Pendleton OR 97801 or [human.resources@ci.pendleton.or.us](mailto:human.resources@ci.pendleton.or.us). The letter/application must show how the applicant meets the requirements of the position as listed above. The City of Pendleton is an equal opportunity employer. Applications are available from City Hall or at: <http://www.pendleton.or.us/employment> Veteran’s preference points will be applied in accordance with Oregon State laws to all phases of the testing process. Points awarded will be: 5 points for Veterans or 10 points for disabled Veterans.