



POSITION OVERVIEW

Under general direction, the Assistant Chief protects life and property by supervising and performing firefighting, emergency medical, hazardous materials and fire prevention duties. This position is responsible for maintaining fire and EMS equipment, apparatus, and facilities. This position develops and implements fire protection planning and/or prevention programs and provides management, administrative and technical overview of the department, specialized programs or projects. The Assistant Chief oversees the Tipp City Emergency Services; Fire Prevention Bureau.

The ideal candidate will participate in managing the development and implementation of city and departmental goals, objectives, and priorities for each assigned service area and development of tactical objectives to reach said goals. You will also recommend and administer departmental policies and procedures.

DESIRED QUALIFICATIONS

Bachelor degree preferred; Associate degree, minimal, in an Emergency Services related field with experience in Fire & Emergency Services administration and management; or equivalent education and experience.

Ohio Fire Executive or NFA Executive Fire Officer desired, continuing professional development (IAFC Officer Handbook).

EXPERIENCE

Ten (10) years of experience or service in Emergency Services or related experience and a minimum five (5) years' prior experience as a Fire Officer, a Fire Inspector, Fire Prevention Officer, or Fire Marshal desired; or any equivalent combination of education, experience, and training which provides the required knowledge, skills, and abilities. Possession of a professional Firefighter II Certification; EMT-Paramedic Certification; Fire Safety Inspector Certification; and Fire Officer 1 & 2 certificate. One must possess a valid State of Ohio driver's license and remain insurable under the City's vehicle insurance policy.

LICENSURE OR CERTIFICATION REQUIREMENTS (*indicates developed after employment within 3 years of hire date)
Possession of a State of Ohio certification or certificate; Firefighter II; EMT-P; Fire Safety Inspector; Fire Officer I and II, *III, and *IV; *Plans Reviewer; *Fire Investigator experience and training; EMS and/or Fire Instructor; *NIMS/ICS 300 and 400; and Hazardous Materials Technician, and *Hazardous Materials Incident Commander. Must possess a valid State of Ohio driver's license and must remain insurable under the City's vehicle insurance plan.

SALARY AND BENEFITS

The pay range for this position is \$78,000-\$110,115.24 per year based on experience and qualifications. The City of Tipp City provides all full-time employees with a robust benefits package, which includes health and dental insurance, life/accidental death and dismemberment; paid vacation (prorated rollover available), sick leave (rollover available), personal days, holidays, and floating holidays; contributions to the Ohio Police & Fire Pension Fund; and other funding for health club passes.

July 17, 2024

APPLICATION INSTRUCTIONS

All interested applicants should submit cover letter, complete application, and resume no later than **August 22nd, 2024 at 5pm**. Applications may be submitted via our website ([Jobs • Assistant Chief of Emergency Services \(tippcityohio.gov\)](https://www.tippcityohio.gov/jobs)) or mailed/delivered in person to:

City of Tipp City
Human Resources
260 S. Garber Dr.
Tipp City, OH 45371

Final candidates must pass a criminal background and credit check, physical exam and drug screen. The City of Tipp City is an Equal Opportunity Employer.