

SAN JUAN COUNTY FIRE DEPARTMENT

Captain/Medical Officer Job Description

**Policy Number: SJCFD 102-05
Issue Date: October 2008
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Primary Purpose

Oversees and directs the emergency medical functions of the Fire District.

Nature of Duties

Shall assure District medical equipment is properly maintained. Shall assure that the district functions as an effective and efficient EMS organization. Shall recommend the expenditure of district funds to the assigned Assistant District Chief. Shall assure that proper EMS and health records for the district are maintained. Shall coordinate medical training with the District Training Officer. Shall perform other similar duties as assigned.

Supervision Received

This position reports directly to the Assistant District Chief.

Supervision Exercised

Supervises assigned officers and Field Personnel as needed.

Minimum Qualifications

The Captain/Medical Officer shall have completed or obtained:

- Four basic core requirements
- Valid New Mexico driver's license (class A, B, or E)
- FF1 per NFPA 1001 qualifications
- Pump Operations and Water Supply
- NIMS IS 700
- Vehicle Extrication
- Incident Safety Officer (ISO)
- Fire Instructor 1
- Haz-Mat Operations
- Fire Officer 1

Shall hold a current state license as a First Responder or higher.

The minimum qualifications will be reviewed and approved by the San Juan County Fire Department Training Coordinator.

Reviewed and approved
October 19, 2011
Fire Chief's Association Meeting

Shall have served in the Fire Service a minimum of two (2) years and shall have served the San Juan County Fire Department a minimum of one (1) year immediately preceding the election.

Shall have a minimum of twenty-four (24) hours continuing education (CE) fire training each year immediately preceding their election and not more than four (4) hours EMS training may be credited to this requirement.