

Prepare, administer and monitor a budget
Perform research, analyze findings, prepare and present reports and recommendations on Fire Department issues
Establish and maintain effective working relationships with City Staff and the general public
Communicate effectively verbally and in writing

WORKING CONDITIONS

Office setting. May respond to major incidents and take command.

MINIMUM REQUIREMENTS

Bachelor's Degree in Fire Science, Management, Public or Business Administration and eight years of fire department experience including one year as a Battalion Chief.

Any equivalent combination of experience and training that provides the required knowledge, skills and abilities is qualifying.

SPECIAL REQUIREMENTS

Valid Arizona driver's license
Employee is subject to call at all times