

# CLIFTON FIRE PROTECTION DISTRICT

3254 F. Road/PO Box 386 • Clifton, CO. 81520 • 970-434-5448

[www.cliftonfire.com](http://www.cliftonfire.com)



## JOB ANNOUNCEMENT Deputy Fire Chief

The Clifton Fire Protection District is located in Mesa County, Colorado and serves as an all hazards emergency response and transport agency and responds to over 3,300 requests for service from one strategically located station. We operate three platoon shifts with a minimum staffing of four working a 3/4 Modified Kelly schedule. We provide service to a population of 33,000 residents within a fifteen square mile jurisdiction. We are bordered by the City of Grand Junction to the west, City of Palisade to the east, the Colorado River to the south and US I-70 to the north.

---

### **General Position Summary**

This is a sworn exempt position assigned to the Administrative/Operations Division.

The Deputy Chief, under the direct supervision of the Fire Chief, oversees the Operations and Training Division of the Department. The Deputy Chief participates in the planning, policy development, and conflict resolution within the department. The Deputy Chief aides in the development of the annual budget and keeps the Fire Chief apprised of essential equipment and training needs as it pertains to budget development. The Deputy Chief develops, directs and reviews the activities and operations as it pertains to fire suppression, emergency medical response, care and transport, hazardous materials mitigation and public education.

The Deputy Chief typically works a 40-hour per workweek schedule, though may often require considerable additional work hours for incident response, meeting attendance and performance of other duties. The Deputy Chief is considered on call beyond the standard 40-hour workweek

Complete Job Descriptions can be located on our website with the application packet.

---

### **Minimum Qualifications (certifications must be current)**

- Must have minimum of ten years of increasingly responsibility in fire suppression and emergency medical response experience, including three years as a Fire Captain or higher rank
- Bachelor's Degree from an accredited college in Fire Science, Public Administration, Emergency Management or related field
- Colorado State or IFSAC Firefighter II
- Colorado State or IFSAC Fire Instructor I
- Colorado State or IFSAC Fire Officer I
- Colorado or National Registry EMT-Intermediate certification
- NFPA 1031 Certified Fire Inspector (first within one year or first availability)
- IFSAC Fire Investigator (within two years or first availability)
- Ability to read and write in the English language as to accurately complete legal documents and/or interpret legal and comprehensive documents

---

## **Salary and Benefits**

The **starting Annual Salary range is \$70,200.00 to \$75,400.00** (based on all hours worked), depending upon qualifications and experience.

In addition the Clifton Fire Protection District offers a comprehensive employee benefit program including health insurance coverage for both employee and family, Employee Assistance Program, FPPA Defined Benefits pension plan, vacation and sick leave, paid holidays, and other employee benefits.

---

## **Application Process**

Interested applicants can download an application packet from the "Employment" link on our Fire District web site [www.cliftonfire.com](http://www.cliftonfire.com) or in person at our Fire Station 21 located at 3254 F. Road Clifton, CO. Candidates must submit a complete resume with a letter of interest and completed application packet with copies of the required certifications to:

Clifton Fire Protection District  
Charles K. Balke, Fire Chief  
P.O. Box 386  
Clifton, CO. 81520

**Application packets must include resume', District Application and copies of minimum certifications**

**Complete application packets must be received no later than 5:00pm on Friday September 22, 2017. NO Facsimile or emailed submissions will be accepted.**

---

## **Tentative Evaluation Process Schedule**

- Panel Interviews Date: **October 16, 2017 TBD**
- Chief's Interview Date: **TBD**
- Conditional Job Offer Date: **Week of October 23, 2017**  
*Note: Contingent upon satisfactory completion of medical examination, criminal and background checks.*
- Anticipated Start Date: **November 6, 2017**

*The Fire Chief reserves the right to make no offers of employment and reopen the process.*