



Village of Fort Simpson
EMPLOYMENT OPPORTUNITY

Director of Protective Services / Fire Chief Trainee

1 YEAR TERM, FULL-TIME POSITION

DUTIES

- Monitor staffing levels and recruit when necessary.
- Monitor training and membership skills within the department and implement practices and training as required.
- Evaluate the performance of fire fighters and emergency responders.
- Respond to calls when required for fire, rescue, and ambulance.
- Assign forward sectors and tasks to officers and firefighters.
- Assist the Office of the Fire Marshal with investigating incident cause.
- Prepare fire reports.
- Provide fire prevention lectures and training to the public.
- Produce detailed specifications for the replacement of equipment as required.
- Maintain and execute the Village of Fort Simpson Emergency Plan.
- Co-ordinate Emergency Measures Operations.
- Establish and maintain safety programs and the safety plan for the organization
Lead the JOH&S Committee.
- Performs other duties as assigned by the SAO.

(A complete job description can be obtained at the Village Office or by email)

DESIRED SKILLS AND ATTRIBUTES

- Experience working with a Fire Department is essential.
- Several years of firefighting, rescue, and ambulance experience.

SALARY

- This is a non-unionized management position. Salary is dependent on qualifications and experience.

CLOSING DATE

- **Open until filled**

APPLICATIONS/RESUMES

- **Mail:** Kevin Corrigan, Village of Fort Simpson, Box 438, X0E 0N0
- **Email:** kcorrigan@fortsimpson.com

ONLY THOSE SELECTED FOR AN INTERVIEW WILL BE CONTACTED