

RCV'd 5/20/2022 Jm
FIRE CHIEF POSITION

Brian J. Patten SKC (SW/AW) USN ret.



Manager and Leader

Motivating and training personnel in the duties of their job in order to make a better work environment

- Innovative professional with 21 years of progressive experience in combating shipboard fires which range from four classes of fires; Alpha, Bravo, Charlie and Delta Fires.
- Expertise in the use of oxygen breathing apparatus equipment and all hose management procedures
- Quick study, with an ability to easily grasp and put into application new ideas, concepts, methods and technologies. Dedicated, innovative and self-motivated team player/builder.
- Proficient in the use and repair of various computers and software from DOS to Windows and Microsoft Office Professional.

WORK EXPERIENCE

- United States Postal Service Colorado City, AZ May 2020-Present
Clerk
- Sysco Foods Las Vegas, NV Jul 2017 – May 2020
Marketing Associate
- United States Postal Service San Jacinto, CA Dec 2015 - Apr 2017
City Carrier Assistant

MILITARY EXPERIENCE

STOREKEEPER CHIEF (AW/SW)

- United States Navy San Diego, CA July 1983 - August 2004
Chief Logistics Officer
Chief Petty Officer/E7 retired
 - Directed and coordinated logistics and inventory management activities with accounts valued at \$1,000,000
 - Supply Management Assessment Team, Afloat Training Group – Inspector/Trainer. Served as inspector of logistics department duties onboard US Navy ships for ensuring onboard work centers performed within Navy standards and regulations.
 - Member of logistics training team that developed cd rom based training software that was used Navy wide for the training of logistics department personnel. Responsible for creating graphic programs and voice over for the software programs developed.

- Oversaw integrated logistic support services and sustainment activities for the aircraft carrier the USS JOHN C. STENNIS CVN-74, directing personnel resources, HAZMAT accountability, and support equipment used in maintaining onboard hazardous materials in support of shipboard and aircraft upkeep and maintenance.
- Plank Owner, responsible for overseeing the building and setup of one of the US Navy's newest Destroyers, the USS MILIUS DDG-69
- Directed and managed personnel resources in financial accountability, inventory management, shipping and receiving of essential repairable equipment and supplies.
- Deployed to the Persian Gulf during Operation Desert Shield and Desert Storm where I earned two Navy Commendation medals for exceeding the expectations of my job.
- Earned qualifiers of Enlisted Warfare Specialist (SW) and Aviation Enlisted Warfare Specialist (AW). Each a very long and grueling challenge of testing and board review to know all aspects of the shipboard and aviation fields.

ACADEMIC EDUCATION

<u>Institution/City/State</u>	<u>Degree</u>	<u>Year Graduated</u>
- University of Redlands, Temecula Campus	MA Management	October 2015
- University of Redlands, Temecula Campus	BA Management	March 2014

NAVY AWARDS

(4) Navy Achievement Medals	Awarded for outstanding achievement of complex shipboard and aviation missions.
(2) Navy Commendation Medals	Awarded for meritorious wartime service in support of shipboard and aviation missions.
Combat Action Medal (Desert Storm)	Awarded for serving during Operation Desert Storm.
Southwest Asia Service Medal (Desert Storm)	Awarded for my contributions to the United States' success during the Gulf War.
Kuwait Liberation Medal (Desert Storm)	

The Town of Apple Valley is seeking an individual for the position of **FIRE CHIEF**

Status: Full-Time

Salary: Commensurate w/Experience

Benefits: Vacation and Retirement

GENERAL PURPOSE: Manages the Fire Department. Provides command over all volunteers and provides measures necessary for preventing and extinguishing fires, protecting life and property, and preserving the laws of the State, ordinances of the Town, and rules and regulations of the Fire Department.

SUPERVISION RECEIVED: Works under the general supervision of the Town Administrator. Work assignments are broad and performed with little or no direct supervision.

SUPERVISION EXERCISED: Provides direct supervision of the volunteer fire personnel and Wildland Fire Mitigation Advisory Board.

ESSENTIAL FUNCTIONS: (Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. The list of tasks is illustrative only and is not a comprehensive listing of all functions and tasks performed by positions in this class.)

1. Plans and organizes all aspects of Fire including utilization of personnel, facilities and equipment.
2. Plans and organizes fire prevention, public education, training, fire code enforcement, fire suppression.
3. Supervises the preparation and oversight of the annual Fire budgets.
4. Oversees equipment specifications and recommends the purchase of major equipment.
5. Responds frequently to public inquiries and aids in conflict resolution.
6. Responds to emergencies involving fire, first responder, and environmental concerns.
7. Acts as the Emergency Management coordinator provides Emergency Management plans for the Town.
8. May represent the Fire Department on other various boards and committees.
9. Disciplines, promotes, and provides training and direction to volunteers.
10. Attends Joint Utility Committee (JUC) meetings and provides input on development plans.
11. Oversees enforcement of fire code violations and business inspections.
12. Oversees all fire investigations in the Town.
13. Oversees all hydrant inspections.
14. Develops and oversees all Standard Operating Procedures and Policies regarding Fire department functions.
15. Accurately completes all National Fire Incident Reports (NFIRS), reviews and submits same to State Fire Marshal's office.

16. Has frequent contact with the public regarding the carrying out of programs and schedules.

17. Has public contact with homeowners (through education programs and citizen meetings), contractors and sales representatives.

18. Responsible for care, condition and use of materials, equipment and tools.

19. Responsible for making decisions affecting the activities of Fire Volunteers.

ADDITIONAL DUTIES:

1. Participates in and completes annual evaluations of Fire Volunteers.

2. Accurately completes monthly reports for Town Administrator, Mayor, and/or Town Council, when requested.

3. Attends Town meetings as necessary or upon request by Mayor or Town Council.

4. Prepares presentations for administration and public.

5. All other duties as assigned.

QUALIFICATIONS: Special Qualifications:

1. Must have a valid Utah Driver's License.

NO *involved w/ a fire dept.*
2. Must have Wildland Fire Certification within 1 year of hire date.

NO 3. Must have completed an Incident Command training class.

YES 4. Must live within five (5) miles of Town limits.

YES 5. Must be willing to respond on emergency incidents as they occur; subject to call out twenty-four (24) hours a day, seven (7) days a week.

Education and Experience:

NO 1. Five (5) years of firefighting experience. *understood as for a fire department*

NO 2. Experience as Incident Commander and in Emergency Operations Management.

NO 3. Has served in a fire department leadership position at a minimum of two (2) consecutive years as Captain or Deputy Fire Chief.

NO 4. Knowledge of International Fire Code, National Fire Protection Agency standards, Insurance Services Office (ISO) requirements, State and local statutes and ordinances relating to fire and building inspections.

NO 5. An equivalent combination of education and experience. *Has experience on board ship - Not necessarily equivalent to*

NO 6. NIMS certifications 100, 200, 300, 400, 700a, and 800b (not required, but a plus) *Structure, wildland fire*

Knowledge:

SOME 1. Fire-Fighting – Knowledge of fire-fighting methods, techniques, and procedures; knowledge of the use of fire-fighting equipment, tools and apparatus. *ONLY SHIP Experience No engine, fire hydrant, first responder*

- NO 2. Incident Management – Knowledge of National Incident Management and Incident Command procedures.
- NO 3. Public Safety – Knowledge of relevant equipment, policies, procedures, and strategies regarding the protection of people and property.
- NO 4. Standard Procedures – Knowledge of Standard Operating Procedures and Policies.
- ? 5. Local Geography – Knowledge of local geography and road systems.
- SOME 6. Mechanical – Knowledge of machines and tools, including their designs, uses, repair, and maintenance.

WORKING CONDITIONS:

1. Some office environment with light physical effort which may include sitting or standing for extended periods while operating assigned equipment.
2. Some moderate physical activity that may require walking, standing, digging, stooping, bending sitting, and/or reaching; lifting, pushing and/or pulling of moderate weights occasionally over 100 pounds.
3. Required to work outdoors in desert climate.
4. Moderate to heavy exposure to stress because of human behavior.
5. Requires flexible schedule Monday through Friday. May require working weekends and holidays.

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.

How to Apply Each applicant is required to turn in an application, copies of applicable certifications, and a resume to: Town Clerk 1777 N. Meadowlark Dr., Apple Valley, UT 84737. Documents may also be submitted electronically to clerk@applevalleyut.gov. *Non submitted*

Only applications that meet the requirements and qualifications listed above will be considered. Per policy, preference may be given to applicants residing in Apple Valley and to current employees desiring to fill the position. YES NO

Application Deadline: Monday, May 30, 2022 • Interviews: Tuesday, May 31, 2022 These dates are confirmed, and it is recommended that applicants plan their calendars accordingly.

Apple Valley Town is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, gender, religion, age, or disability.