

## **George Calvin Dickens III**

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### **Summary of Skills:**

- \*\* Communicate effectively with people
- \*\* Ability to quickly assess situations and take actions accordingly
- \*\* Good Leader

### **Job Objective:**

I am seeking an opportunity to utilize my leadership skills, administrative and organizational abilities in a public sector career. I believe that I have a requisite understanding of governmental organizations and how policies and procedures affect operations of those organizations.

### **Education:**

Juris Doctorate (J.D.) (In Progress)  
Mitchell Hamline School of Law  
(2020-2022) 2L.

Master of Public Administration (MPA)  
Georgia Southern University  
(2009)

Bachelor of Science (B.S. Political Science)  
Georgia Southern University  
(2004).

**Relevant Work Experience:**

City of Midway, Georgia Career Professional Fire Department

41 Charlie Butler Road. Midway, GA 31320. (912) 884-3344.

**Position:** Deputy Fire Chief (2025-2025)

**Responsibilities:** Assisting the Fire Chief in the department's overall management, ensuring compliance with laws, and overseeing daily operations, personnel, and emergency response. Strategic planning, budgeting, supervising staff, coordinating with other agencies, managing training programs, and responding to major incidents. Second-in-command, assuming the Fire Chief's duties in their absence.

Office of Commissioner of Insurance and Safety Fire (State of Georgia)

2 Martin Luther King Jr. Dr. West Tower, Suite 702 Atlanta, GA 30334 US.

(404) 656-2070. (800) 656-2298.

**Position:** Building Inspector (All/Special Hazards Team) (2025-2025)

**Responsibilities:** Inspections for compliance with policy, procedures, state and federal regulations and standards to ensure safety. Investigate reports of complaints under the jurisdiction of the Office of Commissioner of Insurance and Safety Fire. Fire safety inspections on facilities under the jurisdiction of the agency in accordance with established procedures, and determination of regulations applicable to the facility being inspected. Inspections, investigations, meetings, surveys, consultation visits, administrative duties, code research, and training. Familiarity with applicable codes, standards, rules, regulations, statutes, laws, and industry standards. Assist local fire departments and building code officials with code enforcement concerns. Interpret site plans, building plans, specifications, calculations, and codes to determine compliance. Record keeping, organization, and customer service skills.

Georgia Southern University Savannah (Armstrong Campus)

11935 Abercorn Street. Savannah, GA 31419. (912) 478-4636

**Position:** Fire Safety Maintenance Inspector (2024-Currently)

**Responsibilities:** Ensure Life Safety and operability of campus fire alarm systems for the Savannah Armstrong and Hinesville Liberty campuses. Coordinate annual facility fire inspections, fire alarm, and sprinkler testing for both campuses. Coordinate annual portable fire extinguisher testing with the main campus. Coordinate annual commercial hood inspections with the main campus. Inspect and maintain fire alarm panels for both Savannah Armstrong and Hinesville Liberty campuses. Coordinate annual State of Georgia elevator inspections for campus. Coordinate elevator service, maintenance, and repair. Perform low voltage electrical wiring of LED drivers to be used for exterior illumination. Coordinate exterior illumination service, maintenance, and repair. Receive proposals, bids, and quotes from outside vendors. Project coordination and management.

Oliver Maner LLP

218 West State St. Savannah, GA. 31401. (912) 236-3311

**Position:** File Clerk/Administrator and E-billing Specialist (2017-2020)

**Responsibilities:** Maintain legal files for cases to which I have been assigned. Trial Preparation, case exhibits, and tracking case progress. Filing for firm attorneys and bookkeeping accounts payable and receivable. Performing a variety of other tasks as needed in order to promote the interests of the firm. Finding and correcting deficiencies that would have otherwise been costly or time-consuming errors for the firm. Work generally toward the betterment of the firm through efficiency of streamlining processes. Promote cohesion of coworkers, and success for the firm. Electronic billing account specialist. Handle firm finances (accounts payable/receivable) via E-billing OMEGA software. The supervisor regarding the legal aspect of my work was Chris Ray and can be contacted at [chrisraysav@gmail.com](mailto:chrisraysav@gmail.com) or phone #912.507.9416. My supervisor regarding electronic billing is Ona Collins and can be reached by calling the firm phone #912.236.3311 extension 3021.

City of Savannah Fire and Emergency Services

121 E. Oglethorpe Ave. Savannah, GA. 31401. (912) 651-6484

**Position:** Fire Engineer (2009-currently).

**Responsibilities:** Supervise company operations during emergency and non-emergency situations and incidents. Manage subordinate personnel. Successfully facilitate completion of annual projects, project management, company training, employee performance evaluations including feedback. Establish Incident Command and direct units to mitigate hazards. Operate Fire Department Emergency Vehicles including – Tiller (Ladder Truck), Aerial Fire Apparatus (Ladder Truck), and Fire Engine Pumper. Drive, perform basic maintenance, review/implement safety procedures for the optimal operation of equipment and machinery. Manage the on-scene operation of this equipment during hazardous emergencies and catastrophic situations that pose an immediate danger to life and health, in accordance with departmental Standard Operating Procedures (SOP's). Supervise company operations.

**Position:** Firefighter (2005-2009).

**Responsibilities:** To protect the lives and property of the citizens and visitors of the City of Savannah by providing the highest level of service through fire prevention, public education, fire suppression, rescue and mitigation of the effects of natural and man-made disasters consistent with the resources provided.

**Other Certifications/Specialized Skills:**

**Fire Inspector** State of Georgia Certified and National Professional Qualification Certified NPQ, GFSTC, GPSTC. Georgia Public Safety Training Center (G.P.S.T.C.) 05/23/2025.

Introduction to Fire Inspector: Basic Principles and Practices of Fire Inspectors awarded by Georgia Public Safety Training Center (G.P.S.T.C.) 02/02/23.

Life Safety Code awarded by Georgia Public Safety Training Center (G.P.S.T.C.) 04/18/24.

City of Savannah City Managers Emerging Leaders Academy CMELA 2023

Firefighter I and II, awarded by the Georgia Firefighter Standards and Training Council (G.F.S.T.C.) Georgia Public Safety Training Center (G.P.S.T.C.).

Georgia Basic Firefighter Training Course awarded by Georgia Public Safety Training Center (G.P.S.T.C.) on 12/15/2005. License#F10103-NPQ.

Emergency Medical Technician: National Registry of Emergency Medical Technicians. License# E3546112. On 08.13.2020.

Oath of Office awarded by the State of Georgia on 10/21/2005.

Fire Officer I awarded by The City of Savannah Fire Department on 05/14/2010.

Fire Officer II awarded by Savannah Fire and Emergency Services on 03/07/2011.

Fire Instructor I awarded by Georgia Firefighter Standards and Training Council (G.F.S.T.C.) on 04/23/2010.

Due Regard awarded by Georgia Public Safety Training Center (G.P.S.T.C.) on 01/11/2017.  
License#DLT00G.

NFPA 1021 Assuming the Role of Company Officer awarded by Target Safety/Target Solutions on 10/11/2010.

Hazardous Materials Awareness, Operations, and Technician, awarded by G.F.S.T.C. and the Georgia Public Safety Training Center (G.P.S.T.C.)

First Responder, awarded by the Department of Human Resources, Division of Public Health, Office of Emergency Medical Services/Trauma

Driver/Operator Aerial, awarded by the City of Savannah Fire Department

Driver/Operator Pumper, awarded by the City of Savannah Fire Department

Emergency Vehicle Operator, awarded by Savannah-Chatham Driver Training

IS-00100 (ICS 100) Introduction to the Incident Command System, awarded by the Emergency Management Institute, the Federal Emergency Management Agency (FEMA), and the Department of Homeland Security

IS-00200.FW Basic Incident Command System, I-200 for Federal Disaster Workers, awarded by the Emergency Management Institute, the Federal Emergency Management Agency (FEMA), and the Department of Homeland Security

NIMS ICS 300 Intermediate Georgia Public Safety Training Center (G.P.S.T.C.)

IS-00340 (ICS 340) Hazardous Materials Prevention, awarded by the Emergency Management Institute, the Federal Emergency Management Agency (FEMA), and the Department of Homeland Security

NIMS ICS 400 Advanced Georgia Public Safety Training Center (G.P.S.T.C.)

IS-00700,701.a,703.a,704,706, 800, awarded by the Emergency Management Institute, the Federal Emergency Management Agency (FEMA), and the Department of Homeland Security

TRANSCAER Responding to Railroad Emergencies awarded by Norfolk Southern Corp. on 03/05/2015.

Customer Service Training awarded by The City of Savannah (2017).

Q-494 NFIRS 5.0 Self Study Program awarded by FEMA and the National Fire Academy on 12/06/2016.

Q0751 Principles of Building Construction awarded by FEMA and the National Fire Academy on 11/27/2021.

Q0368 Introduction to Fire Behavior in a Single Family Dwelling awarded by FEMA and the National Fire Academy on 10/08/2022.

U0382 Hazardous Materials for Inspectors awarded by FEMA and the National Fire Academy on 10/15/2022.

Avon-ISI Tech II ISI Viking Self-Contained Breathing Apparatus (SCBA), awarded by ISI

Adult Cardio-Pulmonary Respiration (CPR), and Automatic Electronic Defibrillator (AED), and Infant CPR, awarded by The American Heart Association

Computer literate, PC: Various desktop applications, word processing (MS Word), Excel, OMEGA E-billing Software.