

SOUTH DAVIS METRO FIRE

Now
HIRING
DEPUTY FIRE CHIEF

\$164,893.71 D.O.E.

Visit www.sdmetrofire.gov for minimum qualifications and application.

Applications Open: August 17th, 2026

Applications Close: August 31st, 2026 5:00 PM

Interviews: September 2nd, 2026

*Applicants must pass physical combat test prior to final offer.

Contact Us



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Jessica Hardy 801-677-2400



Deputy Fire Chief Job Description

1313.1 JOB TITLE

Deputy Fire Chief	FSLA Status: Exempt
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1313.2 JOB SUMMARY

This position is appointed at the discretion of the Fire Chief. Under the direction of the Fire Chief, the Deputy Fire Chief performs a variety of technical, administrative, and supervisory work in planning, organizing, directing and implementing suppression, and medical services to prevent or minimize the loss of life and property by fire and other hazardous situations. The Deputy Chief cooperates with other chief officers to provide strategic planning and organizing, leadership and personnel management, employee training and development, emergency response and preparedness, inter-agency and community relations, resource management, fire prevention and community relations and preparedness. This is an executive position that works within the guidelines provided by applicable laws, rules, regulations and standards, but requires considerable independent judgment and a thorough knowledge of department-wide operations and industry practices. Performs the duties of Fire Chief in the absence of the Fire Chief.

1313.3 ESSENTIAL DUTIES

- (a) As a member of the fire department executive team, participates in strategic planning, sets goals and objectives, establishes priorities among competing goals, sets deadlines, identifies target measures of success, and evaluates organizational performance. Within assigned area(s) of responsibility, leads officers in developing and maintaining a strategic plan that supports the overall organizational goals.
- (b) Promotes teamwork, harmony and good morale. Within assigned area(s) of responsibility, leads assigned officers in planning, organizing and directing the activities of assigned employees. Assigns accountability to see that deadlines are met and projects are completed. Advises, counsels, coaches trains, commends, corrects and disciplines assigned officers and employees, as appropriate, concerning work related issues. Meets individually with assigned officers on a periodic basis to review and evaluate job performance. Disseminates information to employees. Compiles information from employees. Maintains personnel records as necessary. Submits personnel reports and forms in a complete, accurate and timely manner.
- (c) In cooperation with other chief officers, develops and implements department policies establishing training procedures, goals and standards. Supervises, coordinates and evaluates employee training through review of training records and periodic direct evaluation in supervised drills. In cooperation with other chief officers, develops and implements department policy establishing promotional procedures and standards. Maintains training and evaluation records as necessary. Submits all training reports and forms in a complete, accurate and timely manner.
- (d) In cooperation with other chief officers, assigns employees to work groups such as companies and platoons. Responds to alarms and personally directs emergency operations at own discretion as indicated by the seriousness of the situation.

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Evaluates effectiveness of emergency operations through periodic direct observation at emergency scenes, review of incident reports and appropriate use of post-incident critiques.

- (e) May be assigned responsibilities involving direct fire suppression activities, including being a member of a combat team, support team or staff position.
- (f) Designates employee work schedules and on-call schedules to provide day-to-day staffing.
- (g) Promotes teamwork, harmony and good working relationships with client cities, community groups and other fire protection industry groups. Represents the fire department in inter-agency committees or organizations as assigned.
- (h) In cooperation with other chief officers, develops and implements department policies establishing inventory, inspection and maintenance procedures for facilities, apparatus, equipment and supplies; oversees inventory and budget of assigned area(s) of responsibility; prepares, presents, justifies, manages and monitors department-wide budget. Maintains resource management records as necessary. Submits all necessary resource management reports and forms in a complete and timely manner.
- (i) In cooperation with other chief officers, develops and implements department policies establishing fire prevention and community preparedness goals, standards, programs and procedures; evaluates effectiveness of fire prevention and community relations activities. May personally direct fire prevention activities such as plan review or origin and cause investigation, depending on the seriousness and complexity of the situation.
- (j) Performs other duties as assigned.

1313.4 MINIMUM QUALIFICATIONS

1. Knowledge of:

- (a) Principles of leadership and management.
- (b) Modern principles, strategies and tactics of fire department emergency operations.
- (c) Fire prevention and code enforcement principles and methods.
- (d) Fire service training standards and methods.
- (e) Resources available in handling emergency incidents including water supply, communications, outside agencies, personnel and equipment.

2. Ability to:

- (a) Create and maintain positive working relationships.
- (b) Communicate effectively orally and in writing.
- (c) Make decisions in emergency and non-emergency situations.
- (d) Plan, organize, direct and coordinate the work of lower level staff.
- (e) Delegate authority and responsibility.

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- (f) Maintain physical condition to perform essential duties.
- 3. Experience and Training:
 - (a) Possess a valid Utah driver's license.
 - (b) Certified Utah Fire Officer I.
 - (c) Certified Utah Firefighter II.
 - (d) Certified NWCG Wildland Firefighter II
 - (e) Certified EMT.
 - (f) Associate Degree from an accredited college or university
 - (g) At least five (5) years experience as a fire officer with preferred time as a Battalion Chief or above
 - (h) Bachelor's Degree is highly desirable
- 4. Work Environment:
 - (a) Considerable exposure to stressful situations as a result of human behavior while responding to emergency and non-emergency situations.
 - (b) Strenuous and moderately heavy physical activity required.
 - (c) May be required to stand, walk, crawl or sit in uncomfortable positions for extended periods of time.
 - (d) Exposure to disagreeable elements such as cold, dampness, heat from flame and burning materials, toxic fumes, smoke and noise during the course of emergency operations.
 - (e) Potential exposure to infectious diseases.
 - (f) Potential exposure to extreme weather conditions.
 - (g) Unconventional working hours. During prolonged emergency operations, may be required to work without sleep for extended periods.
- 5. Meet the requirements of the Wellness and Fitness Program.

1313.5 DISCLAIMER

NOTE: The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities and skills required of personnel so classified. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.