

**CITY OF CHATTANOOGA**  
**Classification Specification Title: Fire Lieutenant**

**Department: Fire**

**Pay Grade: FD.3A**

**Supervision Received From: Fire Captain**

**FLSA Status: Non-Exempt**

**Supervisory Responsibility For:**

**Established: 6/29/07**

**Revision Dates: 4/2/25;  
10/20/23**

**CLASSIFICATION SUMMARY**

Incumbents in this classification are responsible for supervising and participating in firefighting and emergency response activities; ensuring that department policy and procedure along with city, state and federal laws are followed; operating front-line apparatus; supervising subordinate-level employees; training and maintenance on applicable tools, equipment, and apparatus; conducting inspections of district hydrants, hoses, and buildings; and interacting with the public. Work requires limited supervision and often requires the use of independent judgment and discretion.

**SERIES LEVEL:** The Fire Lieutenant is a promoted position and is the fifth level in a ten-level fire series.

**ESSENTIAL FUNCTIONS:**

*(The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.)*

Supervision is received from a superior officer.

In the absence of a superior officer the Fire Lieutenant is responsible for developing and communicating strategies and tactics to mitigate various types of emergencies.

Considerable independence of judgment and action is allowed in circumstances of extreme urgency where referral to a supervisor for instruction is not possible.

Fire Lieutenants may be required to fill in for a Fire Captain in an acting capacity.

Serves as a lead to lower level personnel on an assigned shift to include prioritizing and assigning work; monitoring performance; training on work methods and procedures; and participating in performance evaluations.

Responds to and participates in fire suppression and other emergency activities including extrication operations, hazardous materials operations, specialized rescue operations, and emergency medical care at a basic or advanced life support level (up to EMT-A level of care);

the level of participation is dependent on his or her applied level of certification, licensure and training. Identifies, isolates, and contains hazardous materials in a safe and effective manner.

Drives emergency vehicles and operates related apparatus in order to respond to emergency calls and scenes; upon proper training, may drive and operate a boat or other department vehicles/equipment in emergency situations.

Ensures the proper condition, maintenance, and appearance of apparatus and equipment; prepares and ensures vehicles and apparatus are ready for immediate response.

Participates in on-going training and education sessions.

Participates in the day-to-day activities of an assigned fire station to include basic cleaning and housekeeping tasks associated with maintaining fire station, grounds and related facilities.

Completes, processes, disseminates, and maintains a variety of documentation and records related to personnel, incidents, and/or other related items; prepares and completes various forms, reports, maintenance records, pre-incident plan drawings, supply orders, accident reports and/or other related documents; verifies the accuracy and completeness of data and makes appropriate corrections or modifications.

Participates in a variety of meetings, sessions, seminars, and workshops in order to receive and/or convey information.

Participates in the inspection of buildings for pre-incident plans to ascertain fire and other hazards, and provide discussion and planning toward mitigation in the event of an emergency.

Participates in the inspection and testing of hydrants and hoses as directed. Participates in and/or facilitates public relations and fire safety/prevention programs, tours of the fire station and/or apparatus, and school visitations.

Must meet regular attendance requirements.

Must be able to maintain good interpersonal relationships with staff, co-workers, managers and citizens.

Must accomplish the essential functions of the job, with or without reasonable accommodations, in a timely manner.

Performs other duties as assigned.

## MINIMUM QUALIFICATIONS

High School Diploma or GED and six (6) years service as a sworn employee with the Chattanooga Fire Department. Shall have met all the requirements for and served at least two (2) years at the rank of Firefighter Engineer or have obtained the rank of Senior Firefighter.

## LICENSING AND CERTIFICATIONS

Valid Driver's License with F endorsement or higher, TN EMR, EMT, AEMT or Paramedic Certification

## SUPPLEMENTAL INFORMATION

### KNOWLEDGE AND SKILLS

Knowledge of modern firefighting and rescue principles and tactics; vehicle extrication principle and tactics; HAZMAT principles and tactics; building construction; fire inspection principles; emergency medical care; vehicle, equipment and apparatus maintenance principles and techniques; city geography; customer service principles. Skill in prioritizing and assigning work; conducting pre-incident planning; providing emergency medical care; suppressing fires; using a computer and related software applications; conducting investigations; maintaining vehicles, buildings, equipment and apparatus; reading and interpreting maps and diagrams; preparing and maintaining reports; providing customer service; identifying and isolating hazardous materials; driving emergency fire and rescue vehicles and communication and interpersonal skills as applied to interaction with coworkers, supervisor, and the general public, sufficient to exchange or convey information and to receive work direction.

TESTING: Must apply for and pass the Lieutenant Promotional test, which includes a written exam and assessment center.

### PHYSICAL DEMANDS

Positions in this class typically require climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing and seeing

### WORK ENVIRONMENT

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of forces constantly to move objects. Ability to tolerate increased respiratory workloads while wearing personal protective equipment including SCBA or HEPA filter mask. Incumbents may be subjected to fumes, odors, dusts, gasses, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, work space restrictions, intense noises and infectious diseases.

WORK HOURS: 24-hour shift, worked from 7:00 a.m. – 7:00 a.m. The shift includes time for rest, meals, and some free time, but these periods are subject to interruption due to emergency response. \*Important Note: This job description is a summary formatted for the Department of Human Resources. For a more thorough Fire Lieutenant job description, refer to the Chattanooga Fire Department Standard Operating Manual.

### SPECIAL REQUIREMENTS:

Safety Sensitive: Y

Department of Transportation - CDL: N

Child Sensitive: N

The City of Chattanooga, Tennessee is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.