

COMMONWEALTH OF KENTUCKY  
CITY OF LONDON  
ORDINANCE NO. 1008

AN ORDINANCE ESTABLISHING THE SUPERVISORY POSITIONS OF  
CORPORAL AND LIEUTENANT AND REDEFINING THE POSITION AND  
NUMBER OF PART TIME FIREFIGHTERS.

BE IT ORDAINED BY THE CITY OF LONDON AS FOLLOWS:

1. Due to the changing nature of duties and responsibilities and of the full time positions of employment at the City of London Fire Department, it is necessary that positions of Corporal and Lieutenant be established by the City of London. For the same reasons, it is necessary the position and number of part time firefighters be specifically addressed and defined.

2. CORPORAL

A. Characteristics of Position: Supervises all volunteers at fires and drills. Directs and supervises all full time and part-time firefighters. Supervises Fire Department building. Maintenance of equipment. Responsible for completion of Fire Reports, Fire Run Reports. Completion of training records. Responsible for getting tire truck out on first page of fire. Serves as representative to schools and community instruction.

B. Essential Elements: Shall demonstrate a knowledge of modern fire fighting techniques, fire service communications, and fire prevention. Assists in the determination of fire origin and cause and must exercise considerable initiative and self-supervision in the performance of his/her duties which shall be assigned by the Chief. Shall be assigned specific duty by the Chief. Shall be capable of maintaining records, reports, and written communications related to fire apparatus and equipment. Oversees persons maintaining records and equipment. Must be able to perform clerical duties and be computer literate.

Shall participate in fire suppression activities. Shall work a specific shift to be determined by the Chief. Shall possess extensive knowledge of mechanics so as to be capable of repairing and maintaining fire apparatus and equipment. Responsible for maintenance, minor repairs and custodial duties of the fire department buildings. Responsible for maintaining purchase orders.

C. Training and Experience: Graduate of an accredited high school. Valid driver's license as issued by the Commonwealth of Kentucky. Valid Certificate of Firefighter issued by the Commission of Fire Protection Standard and Education of Kentucky. The level of entry shall be 400 hours. Shall be able to obtain the certificate within a reasonable time of his/her employment or service conditional upon the completion of said program within a reasonable time and shall otherwise qualify for the firefighters' incentive program. Must be able to pass physical examination equivalent to requirements necessary for commercial driving license (CDL) in Kentucky

D. Special Knowledge Skills and Abilities: Some knowledge of the street system and physical layout of the City. Ability to learn a variety of firefighting duties and methods, including operating of firefighting apparatus within a reasonable working test period. Ability to perform arduous tasks under adverse conditions. Ability to perform the mechanical work involved in operating and maintaining firefighting apparatus, equipment, and tools. Ability to supervise volunteers and part time or full time firefighters.

E. Due to the supervisory nature of this employment, this is a salaried position of employment.

## 3. LIEUTENANT:

- A. CHARACTERISTICS OF POSITION: Under general supervision of the Chief, shall drill and train members of the fire department and be present at fires and direct the operations of the department when the Chief, or his designated are not present. Supervises Fire Department building, maintenance of equipment. Oversees and supervises completion of Fire Reports, Fire Run Reports, completion of training records. Responsible for getting fire truck out on first page, serves as representative to schools and community instruction.
- B. Essential Elements: Thorough knowledge of modern fire fighting techniques, fire service communications, and fire prevention. Shall participate in fire suppression activities, and assist in the determination of fire origin and cause. Must have considerable initiative and be capable of self-supervision in performance of his/her duties which shall be assigned by the Chief. Shall work a specific shift and be on call accordingly. Shall conduct presentations for special interest groups, schools, hospitals, etc. Shall be capable of maintaining records, reports, written communications, and other related documentation related to fire apparatus and equipment. Shall be responsible for overseeing maintenance, minor repairs, and custodial duties of the fire buildings. Must be able to oversee person maintaining records, equipment, supply purchase orders, and basic clerical duties.

C. Minimum Qualifications

Training and Experience: Graduate of an accredited high school, supplemented by three to five years progressive and responsible related experience.

Special Necessary Requirements: Possession of a valid driver's license issued by the Commonwealth of Kentucky. Valid Certificate of Firefighter Issued by the Commission of Fire Protection Standard and Education of Kentucky. The level of entry shall be 400 hours. Shall be able to obtain the certificate within a reasonable time of his/her employment or service conditional upon the completion of said program within a reasonable time and shall otherwise qualify for the firefighters' Incentive program. Ability to pass a physical examination equivalent to requirement necessary for commercial driving license (CDL) in Kentucky.

Special Knowledge, Skills and Abilities: Considerable knowledge of the street system and physical layout of the city. Considerable knowledge of the operation and maintenance of the apparatus and equipment of his/her assigned company, of modern firefighting procedures, fire prevention methods, and department regulations. Ability to train and direct firefighters in operations of assigned company. Computer literate.

- D. Due to supervisory nature of this employment, this is a salaried position of employment.

## 4. PART-TIME FIREFIGHTER/MAINTENANCE MAN:

- A. Characteristics of Position: Under the general supervision of Chief. Shall maintain effective relationships with City, general public, and the members of the fire department, including non-paid volunteers.
- B. Essential Elements: The firefighter/maintenance man shall participate in fire suppression activities, assist in the determination of fire origin and cause and exercise considerable initiative and self-supervision in the performance of his/her duties as assigned by the Fire Chief. Shall conduct presentations for special interest groups, schools, hospitals, etc. Shall work a specific shift which shall be determined by the Chief and shall be immediately supervised by the Chief. Shall possess extensive knowledge of mechanics so as to be capable of repairing and maintaining fire apparatus and equipment. Should be

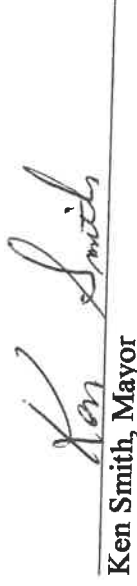
capable of maintaining records, reports, written communications and other documents and records related to fire apparatus and equipment at the direction of the Chief. Shall be responsible for the maintenance, minor repairs, and custodial duties of the fire buildings. Shall also be responsible for maintaining records, equipment, and maintaining supply purchase orders and basic clerical duties as are required by him/her.

- C. Minimum Qualifications: Knowledge of modern firefighting techniques, fire service communications and fire prevention. Must possess a valid Kentucky Driver's License. Possess extensive experience in mechanics to be capable of repairing and maintaining fire operating equipment. Must possess valid Certificate of Firefighter issued by the Commission on Fire Protection Personnel Standards and Education of Kentucky with a minimum of 400 hours or obtain the same within a reasonable time and shall otherwise qualify for firefighter's incentive program. Must pass a physical examination equivalent to the physical examination required of a candidate for a commercial driver's license (CDL) in Kentucky.
- D. This position of employment is an hourly wage employment position.
5. This Ordinance is intended as a comprehensive ordinance for all paid positions of employment in the city of London Fire Department, part-time and full time. There are other positions in the City of London Fire Department that are volunteer positions. The volunteers of the City of London Fire Department provide a valuable service to the City of London and the City of London wishes to recognize this service by these volunteers.
6. No other positions of employment, full or part time, other than those described in this Ordinance are intended to exist and to the extent that there are other ordinances stating otherwise, those ordinances or parts of those Ordinances are hereby repealed.
7. This Ordinance shall be effective immediately upon publication.

Attested:

  
Connie McKnight, City Clerk

First Reading: February 4, 2002  
Second Reading: March 4, 2002  
Publication Date: March 8, 2002

  
Ken Smith, Mayor