Squad Lieutenant – Wildland Fire

Job Description

Department:	Sheriff - Fire
Position:	Career Service
Grade:	724
Supervisory:	No
Reports to:	Battalion Chief – Wildland Fire or Captain – Wildland Fire

Summary

Under direction of a Battalion Chief – Wildland Fire or Captain – Wildland Fire, coordinates and leads a squad in wildland fire suppression and related activities. Assists with operating equipment, as needed.

Essential Functions

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Assist with ensuring equipment is maintained; ensure squad members maintain valid certifications and training records in accordance with the National Wildland Coordinating Group (NWCG).
2. Produce written documents, such as resource documentation, reporting forms, time tracking records, and other documents required by contracts and agency policy, as assigned.
3. Respond to and perform fire suppression activities on wildland fires.
4. Train, lead, and oversee time-limited employees; delegate work assignments; monitor and review quality of work; provide input on performance appraisals; make recommendations regarding the hiring, training, and retention of staff.
5. Maintain fire scene safety in accordance with agency policy and jurisdictional guidelines.
6. Ensure equipment and tools are available and that work is performed in a safe manner.
7. Determine when additional resources are necessary and/or circumstances warrant withdrawal to a safe location.
8. Assist with development of training programs; provide training, education, and technical expertise in wildland fire qualifications, as assigned.
9. Assist with the inspection and maintenance of fire suppression equipment including equipment assigned to Utah County.
10. May perform as an Initial Attack Incident Commander in Utah County's unified command system, as requested.
11. May direct resources from other entities, as needed and assigned.

For Office Use Only

Job Code: 4499
Job Title: Squad Lieutenant – Wildland Fire
FLSA: Non-Exempt
Effective Date: 11/7/2026
Public Safety: Fire

Worker's Compensation: Fire
Background Level: Civilian
Safety Sensitive: Yes
DOT: No
ML: Individual Contributor

12. May assist with the development and implementation of fire management, fuels management, and fire hazard reduction plans.
13. May initiate action on wildland fires and requests resources for fire suppression operations.
14. Assist with the development of training programs; assist with providing training, education, and technical expertise in wildland fire qualifications and other emergency and rescue services.
15. Assist the Emergency Services Division of the Sheriff's Office; perform related and other non-fire activities; assist with community education and other projects, as assigned.

Knowledge, Skills, and Abilities

- Knowledge of fire ground and emergency operations
- Knowledge of wildland fire operations and Urban Interface
- Knowledge of the Incident Command System
- Knowledge of wildland fire management, planning and practices including prescribed fire, fuel management, fire histories, and fire hazard analysis
- Knowledge of local fire contracts and agreements
- Knowledge of supervisory techniques
- Skilled in written and verbal communication
- Ability to operate and maintain various types of fire-fighting and emergency equipment
- Ability to lead others
- Ability to maintain cooperative relationships with those contacted in the course of work activities
- Ability to remain calm in stressful and potentially dangerous environments

Supervisory Responsibility

This position oversees the work of time-limited employees and may serve as a coach and mentor for other positions in the department.

Work Environment

Work is regularly performed for sustained periods outdoors in all weather conditions. While performing the duties of this job, the employee is exposed to unknown, dangerous, and/or life-threatening conditions. There is risk of bodily injury from heat, smoke, flames, exhaustion, and from moving mechanical parts such as equipment, tools, or machinery. Incumbents are exposed to conditions such as fumes, noxious odors, dusts, mists, gasses, and poor ventilation. This job requires the use of protective clothing and devices, such as masks, goggles, and gloves. Work exposes the incumbent to high-stress situations and may include contact with the public in confrontational and emotionally charged circumstances. This role routinely uses standard office equipment such as a laptop, desktop, smartphone, photocopiers, shredders, and filing cabinets. The incumbent may be required to drive Utah County owned vehicles in the course of conducting County business and must abide by the Utah County Vehicle Policy.

Physical Demands
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

This job requires physical readiness and stamina to respond quickly in dangerous situations and to work in steep, slippery, or otherwise adverse environments. While performing the duties of this job, the employee is required to use manual dexterity to handle, feel, and operate objects, tools and controls, and reach with hands and arms. The employee must frequently lift, carry, push, pull, or otherwise move objects weighing up to fifty (50) pounds or more. Incumbents use tools or equipment requiring a high degree of dexterity and carry equipment up and down steep mountainous terrain. The employee regularly walks, stands, crouches, or runs on narrow, slippery, or erratically moving surfaces. The employee works for sustained periods of time maintaining concentration and attention to detail. Specific vision abilities by this job include close vision, ability to adjust focus, and ability to distinguish between shades of color. The employee communicates via radios. The employee regularly drives a motor vehicle.

Position Type / Expected Hours of Work
Incumbent must work forty (40) hours each week to maintain full-time status. There may be availability to work out a flex schedule ahead of time that works for both the County and the employee. The ability to work irregular shifts, which may include nights, weekends, and holidays, is a requirement. The ability to work on-call shifts on a rotational basis is a requirement.

Travel
This position may require significant travel within the state and to other states during the fire season. Otherwise, travel is primarily local during the business day, although some out-of-area and overnight travel may be expected, up to fifty (50) percent.

Required Education and Experience
1. High school diploma or equivalent.
2. Eighteen (18) months of work experience in professional wildland fire suppression.

Preferred Education and Experience
1. Preference may be given to applicants with prior lead or supervisory experience.
2. Preference may be given to applicants who have successfully completed advanced training and requirements in wildland fire suppression tactics.
3. Preference may be given to applicants who possess certification as a NWCG Firefighter Type 1 and National Incident Management (NIMS) Incident Commander type 5 under the current NWCG qualification system.

Additional Eligibility Qualifications

1. Selected applicants must possess current certification as a NWCG Firefighter Type 1 and NIMS Incident Commander type 5 or the ability to obtain certifications within eighteen (18) months of employment.
2. Applicant must be able to meet the requirements of the Work Capacity Test (WCT) for Wildland Firefighters at the arduous level during the probationary period for new hires or during the trial period for promoted County employees. Incumbents are required to take and pass this test annually.
3. Applicants must possess a valid driver's license and obtain a valid State of Utah driver's license within sixty (60) days of employment.
4. Selected applicants will be required to submit to a pre-employment drug screen and background check.

AAP/EEO Statement

It is the policy of Utah County Government to assure equal employment opportunity to its employees and applicants for employment without regard to race, color, religion, national origin, disability, age, sex, sexual orientation, genetic status or gender identity.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee of this job. Duties, responsibilities, and activities may change at any time.

Utah County Government is a drug-free workplace.

Acknowledgement below to be completed after an offer has been extended and accepted.

This job description has been approved by the Office of Human Resource Management in consultation with the Department Head.

Signature below constitutes an understanding of the requirements, essential functions and duties of the position.

Candidate / Employee _____ Date _____

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