



BUILD A CITY. BUILD A FUTURE.



Assistant Fire Chief of Operations

*As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation. City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. **Build a City. Build a Future** at the City of Surrey*

SCOPE

As an integral part of the management team, the Assistant Chief of Operations will be responsible for providing leadership, expertise and accountability while working closely with the management team and front-line staff to meet the goals of the Surrey Fire Service. Reporting to the Deputy Chief and Fire Chief, the successful applicant will play a key role in managing the day-to-day fire service operations for one of the fastest growing cities in Canada.

EMPLOYMENT STATUS

Exempt – Regular Full-Time

RESPONSIBILITIES

- You will use your leadership and supervisory skills to oversee suppression staff.
- You will use your knowledge of staffing needs and significant fire ground operational experience to provide expertise in managing the operational systems and policies used by the Surrey Fire Service.
- Your excellent ability to communicate and encourage will be critical as you interact with firefighters, fire officers, administration team, key stakeholders and other agencies.
- You can strategically plan and follow an evidence-based decision-making process.
- You are a critical thinker who can understand how decisions impact current operations as well as future plans.
- As an Assistant Chief of Operations, you will be responsible for supervision and assessment of staff, data quality assurance, attendance management, performance metrics of suppression staff, facility maintenance, daily/weekly coverage as the on-call duty chief, and policy administration. Other administration related duties include utilizing record management systems, time management software and business intelligence software to collect and analyze data.
- Your effective time management, software utilization and organization skills will be critical as you deliver on your objectives within demanding timelines and quickly adjust to changes in areas of focus.
- You will use your leadership and supervisory skills to oversee bargaining unit staff.
- You will use your knowledge and considerable fire ground operational experience to provide expertise in managing the planning, organizing and delivery of service.

QUALIFICATIONS

- A post-secondary education in a professional discipline pertinent to the job function combined with relevant and sustained leadership experience. A combination of education and experience will be considered.
- Excellent interpersonal, communication and critical thinking skills along with an extensive knowledge of fundamental principles and practices related to modern and proactive fire service operations.
- An inclusive, forward thinking and transparent leader who motivates and engages others while making evidence-based decisions with clarity and diplomacy.
- Additional assets include supervisory experience in a unionized environment and measurable experience in a fire service exempt management position.



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Additional Info

M2F - \$152,491 - \$179,401

- This position works 37.5 hours per week on a schedule of four days on followed by four days off and requires availability for off-duty call out.

APPLY

If you are interested in this opportunity, please apply at <https://www.surrey.ca/about-surrey/jobs-careers> to Job ID 5980

This Posting Closes on June 28, 2024.