



## **FIRE CAPTAIN (TRAINING & LOGISTICS)**

*Competition#: CC11242025FC*

Cypress County is a rural municipality located in the southeast corner of Alberta. Home to approximately 7,800 residents, the County offers a relaxed rural lifestyle and a safe, welcoming community. Residents enjoy living on farms, acreage subdivisions, and in 10 small urban communities. With close proximity to the City of Medicine Hat, CFB Suffield, and Cypress Hills Provincial Park, the area offers an [exceptional quality of life](#) and is a great place to live and work.

We have an exciting opportunity for a Fire Captain (Training & Logistics) to join our Emergency Services team.

### ***THE OPPORTUNITY***

Reporting to the Deputy Fire Chief, this position combines leadership in training and logistics management. The Fire Captain plays a key role in developing and delivering fire training programs, overseeing equipment and apparatus readiness, and ensuring the safety and effectiveness of personnel during emergency operations. The role also participates in the on-call duty officer rotation and supports operational leadership at fire incidents.

This is an excellent opportunity for an individual with strong administrative, instructional, and leadership skills who is passionate about training development, operational excellence, and community service.

### ***KEY RESPONSIBILITIES***

- Support the Deputy Fire Chief in planning, developing, coordinating, and conducting NFPA and non-NFPA fire training programs.
- Respond to alarms as required and lead tactical operations at fires and other emergencies.
- Coordinate with the Fire Chief and Deputy Fire Chief to ensure consistent leadership and effective resource deployment.
- Oversee all fire apparatus and equipment to ensure compliance with legislation, policy, and record-keeping requirements.
- Manage and support:
  - Asset and inventory tracking of fire equipment
  - Respiratory protection testing
  - Firefighter training and certification programs
  - Monthly station training (flexible hours required)
  - Health and safety protocols for fire personnel
  - Incident management systems and personnel accountability

- Emergency incident reporting
- Provide technical guidance, prepare operational reports, and assist in administrative duties.
- Support paid-per-call firefighter training, recruitment, and development initiatives.
- Collaborate with County staff, provincial, and federal agencies on emergency services coordination.
- Participate in Municipal and Regional Emergency Response Plans.
- Perform other related duties as assigned.

## **QUALIFICATIONS & REQUIREMENTS**

Our ideal candidate has specific qualifications and requirements:

- **NFPA 1072** – Hazmat Awareness and Operations (Technician level an asset)
- **NFPA 1001** – Firefighter Level II
- **NFPA 1002** – Driver/Operator
- **NFPA 1021** – Fire Officer Level I (Level II within one year considered an asset)
- **NFPA 1041** – Fire Service Instructor Level I (ability to obtain within one year)
- **NFPA 1006** – Rope Rescue Level I and Confined Space Level II
- **Emergency Medical Responder (EMR)** certification (registration with Alberta College of Paramedics an asset)
- **Incident Command System (ICS) 300** certification and prior incident command experience
- Minimum **five (5) years of leadership or command experience** at fire incidents
- Experience with volunteer or paid-on-call firefighters (asset)
- Strong knowledge of fire protection, suppression, prevention, rescue, and disaster response
- Strong communication, collaboration, and conflict resolution skills
- Proficiency with Microsoft Office Suite (Word, Excel, PowerPoint)
- Valid Class 3 Alberta Driver's Licence with Air Brake "Q" endorsement and an acceptable driver's abstract
- Satisfactory Criminal Records Check with Vulnerable Sector clearance
- CPAT and VO<sub>2</sub> Max testing required
- A management-approved combination of education and experience may be considered

## **WORKING CONDITIONS**

This full-time role is based on a 40-hour work week, scheduled in advance; but requires scheduling flexibility to meet operational, training and emergency services needs as required, which includes evening and weekends and extended hours as well as an on-call duty officer rotation. Work includes

both office duties and field activities, with exposure to varying weather, hazardous environments, and physically demanding conditions.

## ***WHY CYPRESS COUNTY?***

Cypress County offers a highly attractive total compensation package, including:

- Play a key leadership role in community safety and emergency readiness
- Competitive salary and excellent benefits.
- Support for learning and professional development opportunities.
- Make a meaningful impact in the lives of residents across Cypress County

To learn more about what Cypress County has to offer please visit our website [www.cypress.ab.ca](http://www.cypress.ab.ca).

## ***HOW TO APPLY***

If this opportunity interests you, please forward your resume and cover letter no later than:

**4:30 p.m. on Monday, Dec. 29, 2025 to [competitions@cypress.ab.ca](mailto:competitions@cypress.ab.ca)**

To ensure your application is properly tracked, please include the competition number and your full name in the email subject line. **Subject Line Example:** Competition CC11242025FC – First Last

Please also ensure your **name is clearly indicated on your resume and cover letter**. Applications that are missing identifying information may not be considered.

*Cypress County would like to thank all applicants for their interest and time  
but only those under consideration will be contacted.*