Chief Fire Officer 3C
General Administrative Functions

Class Description:
This course provides students with a basic knowledge of the administration requirements related to the roles and responsibilities of a Chief Fire Officer including directing a department record management system, analyzing and interpreting records and data, developing a model plan for continuous organizational improvement, developing a plan to facilitate approval, preparing community awareness programs, and evaluating the inspection program of the AHJ.

Certification Track: Chief Fire Officer (New Track)

Instructor: Dale Vogelsang

Date, Time & Location:
June 3-5, 2019   0900-1730 hours

San Jose Fire Department Training Center
255 S. Montgomery St., San Jose, CA. 95110

Cost: $299   (SJFD will cover this cost for SJFD personnel who attend the course.)

Textbooks and required materials will be provided for use in class. Students should bring a laptop or USB compatible device to class as some materials may be provided electronically via a flash drive.

Registration Begins Tuesday, April 2nd
To enroll, please contact: South Bay Regional Public Safety Training Consortium at (408) 229-4299 or by email at firereservations@theacademy.ca.gov. Registrations will be accepted up to the date of class if space is still available.

REFUND/CANCELLATION POLICY: No refund will be given if student does not attend and/or cancels 13 (or less) calendar days prior to start of class.