

COUNTY OF SUFFOLK



JOHN G. JORDAN SR.
COMMISSIONER

JOEL VETTER
CHIEF OF FIRE RESCUE SERVICES

EDWARD C. SCHNEYER
DIRECTOR OF EMERGENCY PREPAREDNESS

STEVEN BELLONE
COUNTY EXECUTIVE

ALBERT T. GEHRES, JR.
DEPUTY COMMISSIONER

DR. DONALD G. LYNCH
CHIEF FIRE MARSHAL

GREGORY C. MINIUTTI
CHIEF OF COMMUNICATIONS

DEPARTMENT OF FIRE, RESCUE AND EMERGENCY SERVICES

PROVISIONAL EMPLOYMENT OPPORTUNITY

The Department of Fire, Rescue and Emergency Services (FRES) is accepting resumes and Civil Service Applications for the following future position:

Resources Management Officer (Emergency Preparedness)

Please **mail (must be received by date indicated) or hand deliver** your resume and Civil Service Application to FRES at 102 East Ave, Yaphank, NY 11980 by **July 31, 2020**. Civil Service Applications can be obtained on the Suffolk County Civil Service website: <http://www.suffolkcountyny.gov/Departments/civilservice.aspx>

Appointee is required to take the Civil Service examination for this title and be reachable to be permanently appointed to this position.

Salary
\$40,090

Days and Hours
Monday - Friday. 37.50 hours weekly for the first year, 35 thereafter.

Position Description/Typical Duties

An employee in this position will assist in developing resource management plans for such emergency situations as large scale fires, plane crashes, fuel truck explosions, natural disasters and/or enemy attack. Meet with local officials and private individuals to gather information on available resources and develop plans for coordinating use in time of need. Maintains lists of resources and equipment available for utilization by emergency agencies in time of need. Locates, inspects and secures materials requested by County and local agencies for possible use in civil defense emergencies. Sets priorities for allocation of supplies to support emergency operations. Maintains and updates a directory of emergency services.

Minimum Qualifications

Graduation from a standard senior high school or possession of a high school equivalency diploma and three (3) years of experience in emergency program planning and/or fire safety management; or, (b) Completion of sixty (60) credits from a college with federally-authorized accreditation or registration by NY State, which includes, or is supplemented by, at least twelve (12) credits in Emergency Management or Homeland Security, and one (1) year of experience in emergency program planning and/or fire safety management.

Questions, please call 631-852-4856 or email joel.vetter@suffolkcountyny.gov