

CAREER OPPORTUNITY



SARATOGA COUNTY DEPARTMENT OF PERSONNEL

Emergency Services Director of Emergency Services

SALARY: \$67,964 PLUS EXCELLENT BENEFITS

Saratoga County is currently seeing a professional individual to fill the position of Director of Emergency Services. This is an administrative position involving the responsibility for developing, planning, directing and coordinating the County's Emergency Operations Guidelines relative to disaster prevention, response, and recovery. The position administers the various grant programs and other emergency preparedness programs pursuant to the Department of Homeland Security policy and procedures. The position has a close working relationship with the New York State Department Homeland Security and Emergency Services and the Federal Emergency Management Agency. Additionally this position is responsible for the technical operations of the County's public safety radio system, E 9-1-1 system and database as well as the County's administrative telephone system. The Director should maintain a high degree of technical knowledge and expertise, competency and proficiency necessary to keep the emergency services program running efficiently. The work is performed at the direction of the County Administrator and the Chairman of the Board of Supervisors with wide leeway for using independent judgment in compliance with guidelines, directives and other relevant regulations from various state and federal level agencies. Supervision is exercised over the work of subordinates, paid and volunteer staff.

MINIMUM QUALIFICATIONS:

- A. Graduation from a regionally accredited or NYS registered four year college or university with a Bachelor's Degree and at least three (3) years experience involving providing managerial and/or coordination within the emergency services, e.g., fire, emergency medical, emergency management, law enforcement at a supervisory level; successfully completed NIMS 700 and 800 courses, successfully completed ICS 100, 200 and 300 courses;
- B. Graduation from a regionally accredited or NYS registered two year college with a Associates Degree and at least five (5) years experience involving providing managerial and/or coordination within the emergency services, e.g., fire, emergency medical, emergency management, law enforcement at a supervisory level; successfully completed NIMS 700 and 800 courses, successfully completed ICS 100, 200 and 300 courses;
- C. Graduation from high school or possession of a high school GED and seven (7) year of experience involved in providing managerial and /or coordination within the emergency field, e.g., fire, emergency medical, emergency management, law enforcement at a supervisory level; successfully completed NIMS 700 and 800 courses, successfully completed ICS 100, 200 and 300 courses; or
- D. An equivalent combination of training and experience as defined by the limits of (A), (B), and (C) above.

SEND RESUME/APPLICATION TO:

John Kalinkewicz, Director of Personnel
Saratoga County Personnel Department
40 McMaster Street
Ballston Spa, NY 12020

RESUMES/APPLICATIONS ACCEPTED UNTIL SELECTION IS MADE.

"An Equal Opportunity Employer with an Affirmative Action Plan"

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