FI Fire Instruction

Register Now

Chief Fire Officer 3C
General Administration Functions (2014)

November 12 - 14, 2019

Class Location: **Fire Instruction,** 840 East F St., Suite B, Oakdale, CA 95361
0900 - 1600 hours

Student Cost: **$345.00**

Designed for: The Certified Company Officer advancing to the Chief Fire Officer Classification

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.

Prerequisites: Meet the educational requirements for Company Officer

Certification: Chief Fire Officer

Instructor: Capt. (Ret) John F. Smith, MBA

Registration: Visit our website at www.fireinstruction.org

For assistance, please contact our office at (209) 322-3037 or email info@fireinstruction.org

Payment, Cancellation & Refund Policy: A Check OR Credit Card information is required to hold your reservation in class. Cancellations must be received 10 days prior to the first day of class VIA EMAIL ONLY. A partial refund and/or credit for a future class may be granted if student cancels within 10 days. NO REFUND will be given if student fails to attend or complete class or doesn't CANCEL VIA EMAIL. If Fire Instruction must cancel a class, a full refund or credit of tuition will be given. Fire Instruction reserves the right to amend their policies and procedures at any time without providing updated information to students.

Fire Instruction
840 East F Street, Suite B, Oakdale, CA 95361
209-322-3037 Fax 209-322-3396

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