

## Company Officer 2A Human Resource Management (2014)

September 17 - 20, 2018

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

**Student Cost:** \$345.00

**Designed for:** Aspiring Company Officers

**Description:** This course provides information on the use of human resources to accomplish assignments, evaluating member performance, supervising personnel, and integrating health and safety plans, policies, and procedures into daily activities as well as the emergency scene.

**Prerequisites:** Meet the educational requirements for Fire Fighter II

**Certification:** Fire Officer (Level I and II)

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

**Registration:** Visit our website at [www.fireinstruction.org](http://www.fireinstruction.org)

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