



Company Officer 2B General Administrative Functions (2014)

October 20 - 22, 2025

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

Student Cost: \$400.00

Designed for: Aspiring Company Officers

Description: This course provides information on general administrative functions and the implementation of department policies and procedures and addresses conveying the fire department's role, image, and mission to the public.

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

For assistance, please contact our office at (209) 844-6236 or email info@fireinstruction.org

Fire Instruction
840 East F Street, Suite B, Oakdale, CA 95361
Office Cell: 209-844-6236

Please visit our website www.fireinstruction.org for additional classes



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