



Jaiden Klein

Deputy Fire Chief

☎ (573) 555-6842 ✉ jaiden.klein@example.com

🌐 linkedin.com/example/jaidenklein 📍 Columbia, MO 65201

STRENGTHS

- 🔥 **Stress tested command**
During complex incidents, set clear objectives and resource priorities. Crews received calm direction when conditions changed quickly.
- ⚙️ **Program improvement**
Reviewed inspection and response workflows, then applied corrective action. Teams gained more consistent service and smoother turnaround.
- 👥 **People leadership**
Coached Company Officers through performance and policy questions. Supervisors gained practical direction, and working relationships stayed professional.
- ♥️ **Public safety focus**
Connected code findings with prevention and operations planning. That link helped teams address risks before they became emergencies.
- 🤝 **Interagency coordination**
Represented executive leadership with regional partners and officials. Clear communication kept shared priorities moving during difficult events.

SKILLS

Fire administration

Incident command

Fire suppression

Hazardous materials

EMT practices Fire prevention

Fire inspections Public safety

Budgeting Program evaluation

Personnel supervision Fire codes

SUMMARY

Fire service leader with 16 years of progressive experience across department administration, emergency command, **fire prevention**, inspections, training, personnel supervision, budgeting, and **public safety** operations. More than three years as a Company Officer supports credible leadership across structural fires, hazardous materials incidents, medical emergencies, rescues, and complex community events. Current assistant chief experience includes administration for operations, prevention, training, and support functions, plus program evaluation, expenditure review, policy implementation, code compliance, and interagency coordination. Calm command decisions protect responders and communities during high stress incidents. Clear communication supports supervisors, employees, officials, businesses, and regional partners. Fire Science education and IFSAC Firefighter I and II, Fire Officer II, **Fire Service Instructor 1**, **Fire Service Inspector 1**, and EMT credentials support effective division leadership.

EXPERIENCE

Assistant Fire Chief, Department Administration

Summit Ridge Fire & Rescue 📅 January 2023 - Present 📍 Columbia, MO

Direct administration for operations, prevention, training, and support functions while translating executive priorities into division plans, budget recommendations, program improvements, and emergency command readiness.

- Converted executive priorities into division plans for **operations**, prevention, training, and **support services**.
- Commanded major fires through risk evaluation, resource allocation, objectives, and responder accountability.
- Reviewed budgets and equipment needs against service delivery, **expenditure control**, and firefighter safety.
- Improved inspection, response, training, and support workflows through program evaluation and corrective action.
- Applied fire codes, **ordinances**, **policies**, and public safety requirements to resolve compliance questions.
- Represented executive leadership in interagency meetings and assumed broader command responsibilities when designated.

Battalion Chief, Emergency Operations

Boone County Emergency Services 📅 March 2019 - December 2022 📍 Columbia, MO

Supervised multiple companies across assigned shifts, integrating staffing, apparatus readiness, training, inspections, emergency coverage, incident command, performance coaching, and after action improvement.

- Balanced staffing, apparatus readiness, training, **inspections**, and emergency coverage across multiple companies.
- Commanded multi company fires, **hazardous materials** incidents, rescues, and medical emergencies with disciplined span control.
- Coached Company Officers through performance reviews, incident documentation, station **operations**, and policy application.
- Connected inspection findings with pre incident planning and tactical decisions through prevention coordination.
- Documented apparatus, PPE, facility, and training needs for budget planning and operational readiness.
- Led after action reviews that produced training priorities, procedure updates, and clearer field expectations.

Fire Captain, Company Operations

Heartland Municipal Fire Department 📅 June 2015 - February 2019 📍 Jefferson City, MO

Policy implementation

Interagency coordination

Fire training

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



● Assistant Fire Chief,
Department Administration at
Summit Ridge Fire & Rescue (3.8
Years)

● Battalion Chief, Emergency
Operations at Boone County
Emergency Services (3.8 Years)

● Fire Captain, Company
Operations at Heartland
Municipal Fire Department (3.7
Years)

● Firefighter and EMT,
Emergency Response at Mid
Missouri Fire Protection Services
(4.8 Years)

● Firefighter, Emergency
Services at Ozark Community
Fire District (3.7 Years)

Led a fire company through emergency response, station operations, inspections, training, **personnel** accountability, policy application, and initial incident command while building substantial **Company Officer** experience.

- Led emergency response, station operations, inspections, and training for a fire company.
- Directed initial **operations** at fires, medical calls, **hazardous materials** events, and other emergencies.
- Addressed performance issues through policy enforcement, safe practices, and professional crew communication.
- Conducted fire **inspections** that identified code concerns and life safety risks for follow up.
- Delivered firefighter training using Fire Service Instructor practices and equipment proficiency drills.
- Used incident, inspection, and station records to recommend operational changes for recurring service issues.

Firefighter and EMT, Emergency Response

Mid Missouri Fire Protection Services 📅 July 2010 - May 2015 📍 Jefferson City, MO

Responded to fires, medical emergencies, vehicle incidents, hazardous materials calls, and public assistance events while supporting suppression, emergency medical care, inspections, readiness, and pre incident planning.

- Responded to fires, medical emergencies, vehicle incidents, hazardous materials calls, and public assistance events.
- Performed suppression, search, ventilation, hose advancement, salvage, overhaul, and scene safety assignments.
- Delivered **EMT** care through assessment, stabilization, documentation, and transfer of care.
- Maintained apparatus, PPE, tools, and station equipment for operational readiness and reported deficiencies.
- Supported **inspections** and pre incident planning by documenting access, occupancy, systems, and hazards.
- Completed continuing education in fire behavior, **hazardous materials**, medical response, and safe **operations**.

Firefighter, Emergency Services

Ozark Community Fire District 📅 October 2006 - June 2010 📍 Springfield, MO

Built foundational fire service experience through supervised emergency response, station duties, apparatus checks, equipment maintenance, recurring training, hazardous materials operations, and public communication.

- Applied **Firefighter I** and II competencies during suppression, search, ladder, ventilation, and overhaul assignments.
- Supported **hazardous materials** operations through hazard recognition, safe zones, protective measures, and decontamination **procedures**.
- Maintained readiness for **extreme temperatures**, **respiratory hazards**, confined areas, traffic exposure, and noise.
- Communicated clearly with officers, crews, and community members during service calls and emergencies.
- Completed apparatus checks, equipment maintenance, station duties, and recurring supervised training.
- Pursued EMT and officer development education while increasing responsibility through safe judgment.

PROJECTS

Regional Hazardous Materials Readiness 📅 2024

Safer response starts before an alarm. Coordinated pre incident planning insights with operational readiness, supporting clearer decisions during hazardous materials events and protecting responders, partners, and residents.

Fire Inspection Process Review 📅 2022

Public safety gains strength through consistent follow through. Connected inspection findings, code concerns, and operational planning, helping teams address risk with clearer priorities for businesses and neighborhoods.

LEADERSHIP & AWARDS

- Selected for Assistant Fire Chief leadership based on progressive command, administration, and division oversight experience.
- Recognized through advancement to Battalion Chief after leading multi company emergency operations and supervisor development.
- Earned Fire Officer II advancement after sustained company leadership, incident command, and policy application.

EDUCATION

Associate of Applied Science in Fire Science

Ozarks Technical Community College 🎓 GPA: 3.5 📅 2008 📍 Springfield, MO

Coursework: Fire prevention, emergency incident command, hazardous materials, fire service administration

CERTIFICATIONS

- IFSAC Firefighter I and II 📅 2007
- Emergency Medical Technician 📅 2008
- Fire Service Instructor 1 📅 2013
- Fire Officer II 📅 2014
- Fire Service Inspector 1 📅 2015
- Valid Missouri Driver's License 📅 2026

TECHNICAL SKILLS

- **Fire Certifications:** IFSAC Firefighter I, IFSAC Firefighter II, Fire Officer II
- **Inspection Practice:** Fire Service Inspector 1, fire code review, life safety assessment
- **Instruction Practice:** Fire Service Instructor 1, firefighter training, continuing education
- **Emergency Medical Care:** EMT, medical first responder practices, patient transfer
- **Incident Command:** Incident objectives, span of control, responder accountability
- **Hazardous Materials:** Hazard recognition, protective zones, decontamination
- **Fire Operations:** Suppression, search, ventilation, salvage
- **Administrative Systems:** Computer records, keyboard systems, incident documentation
- **Budget Administration:** Annual budget planning, expenditure control, equipment needs
- **Regulatory Compliance:** Fire codes, ordinances, regulations, departmental policies
- **Emergency Planning:** Pre incident planning, risk reduction, response readiness
- **Leadership Development:** Company Officer coaching, performance review, discipline
- **Public Safety Programs:** Fire prevention, inspections, service evaluation
- **Response Environments:** Bloodborne pathogens, respiratory hazards, confined spaces
- **Interagency Operations:** Municipal coordination, regional partners, community stakeholders

PROFESSIONAL AFFILIATIONS

- Fire service leadership community, continuing education, conferences, and seminars supporting current administrative knowledge.
- Regional emergency services partners, municipal officials, prevention personnel, and community stakeholders supporting coordinated public safety.

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST