



South Bay Regional Public
Safety Training Consortium
&
The San Jose Fire Department



Chief Fire Officer 3C General Administrative Functions

Class 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.

Certification Track: [Chief Fire Officer \(New Track\)](#)

Instructor Bio:

Deputy Fire Chief Mike Bryant is a 34-year veteran of the County of Los Angeles Fire Department. He has served as a chief officer for 16 of his 34 years of service. Chief Bryant commanded and provided executive leadership for the Special & Emergency Operations Bureaus. He holds a Bachelor of Science degree in occupational studies from California State University, Long Beach. He is a qualified Type II incident commander, operations section chief, safety officer and division/group supervisor.

Location:

[November 29 -December 1, 2016](#) 0900-1700 hours

San Jose Fire Department Training Center
255 S. Montgomery St., San Jose, CA. 95110

Cost: \$295

Registration Begins June 20, 2016. To enroll, please contact: South Bay Regional Public Safety Training Consortium at (408) 270-6458 or by email at firereservations@theacademy.ca.gov. The registration deadline is **October 28, 2016 by 12:00 pm**. Late registrations will be accepted up to the date of class if space is still available. REFUND/CANCELLATION POLICY: No refund will be given if student does not attend and/or cancels 13 (or less) calendar days prior to start of class.