



Timothy R. Capua

Objective

Promotion to the rank of Battalion Chief for the Lisle-Woodridge Fire District

Work experience

1989 – Present Lisle-Woodridge Fire District Lisle, IL **Captain (04/25/2014)**

- Multi-Company/Station Officer
- Responsible for daily activities including: position assignments, vehicle checks, station maintenance, company drills, fitness workouts and other duties as assigned by the Battalion Chief
- Responsible for reviewing all “Firehouse” reports for Quality Assurance
- Fill-in for Battalion Chief whenever absent

Lieutenant (2008 - 2014)

- Company/Station Officer
- Responsible for daily activities including: position assignments, vehicle checks, station maintenance, company drills, fitness workouts and computer reports

Firefighter First Class (1992–2008)

- Skilled emergency rescue, fire suppression and emergency medical services
- Scored 98% and finished #1 on First Class promotional exam

Fire Prevention Bureau – Bureau Specialist (2000)

- Responsible for planning, developing and presenting all public education programs and events
- Established and managed annual budget
- Submitted monthly and annual activity reports

Foreign Fire Insurance Board (2009-Present)

- Charter Board member and elected Board Chairman
- Created By-Laws and Rules & Regulations

CPR/CTC Coordinator (1995-2000)

- Responsible for American Heart Association Community Training Center
- Achieved highest Instructor level in the state
- Trained and certified over 500 citizens and employees annually
- Established and managed annual budget

1996 – Present College of DuPage Glen Ellyn, IL **Part-time Faculty**

- Fire Science Technology/EMS
- Basic Cardiac Life Support
- Suburban Law Enforcement Academy

AHA Training Center Coordinator

- Schedule all AHA courses. Maintain course records and instructor files. Update and monitor all affiliated instructors
- Basic Life Support Regional Faculty

2001 – Present American Safety Training, Inc.
Willowbrook, IL

President

- Develop, implement & evaluate programs for the private sector in High-Rise Fire Safety, Evacuation Plans & Procedures and Crisis Management
- Present professional training programs in CPR, First Aid, Automated External Defibrillators (AED's), Bloodborne Pathogens & Fire Extinguishers
- Responsible for all financial records and bookkeeping

Education

2002 – 2005 Benedictine University Lisle, IL
Bachelor of Arts Degree

- Majored in Management
- Made Dean's List every semester
- Graduated with Honors

2002 College of DuPage Glen Ellyn, IL
Associate in Applied Science Degree

- Majored in Fire Science
- Graduated with Highest Honors

1982 – 1985 DePaul University Chicago, IL
Bachelor of Arts Program

- Majored in Acting

1979 – 1982 Morton College Cicero, IL
Associate in Arts Degree

- Majored in Speech & Theatre Arts
- Graduated Phi Theta Kappa

Certifications

National Fire Academy

Command & General Staff Functions for Local Incident Management Teams (07/24/15)

Executive Development (08/02/13)

Effective Leadership Skills For Fire And EMS Organizations (12/22/11)

Communications For Emergency Services Success (05/07/10)

Fireground Company Officer School (04/25/08)

Illinois State Fire Marshal

Fire Department Safety Officer (05/23/12)

Fire Department Health and Safety Officer (05/23/12)

Fire Department Incident Safety Officer (01/15/10)

Fire Officer II (06/29/19)

Fire Prevention Officer I (10/06/05)

Fire Service Vehicle Operator (06/16/05)

Technical Rescue Awareness (03/19/03)
 Fire Officer II Provisional (01/21/99)
 Instructor II (01/21/99)
 Rescue Specialist/Confined Space/Trench Awareness (06/19/96)
 Fire Officer I (06/30/94)
 Instructor I (06/30/94)
 Firefighter III (09/11/92)
 Fire Apparatus Engineer (11/17/90)
 Hazardous Materials First Responder (06/09/90)
 Firefighter II (10/27/89)

Illinois Department of Public Health

Licensed Emergency Medical Technician (Since 1990)

American Heart Association

BLS Regional Faculty (Since 1997)
 BLS Instructor/Trainer (Since 1993)
 BLS Instructor (Since 1991)

American Red Cross

CPR & First Aid Instructor (Since 1991)
 Instructor Candidate Training (1991)

Other

Over 90 certifications from various Fire Service and EMS organizations spanning from 1989 to 2017

Interests and Activities

Specialty Teams

- Technical Rescue Team – Original Member (1991 – 1998)
- Hazardous Materials Response Team Member (1990 – 1993)
- Honor Guard - Original Member (1992 – 1993)

Committee Involvement

- Accreditation Team
- Consolidation Steering Committee
- Joint Safety Committee
- Joint Insurance Committee
- Joint Awards Committee
- 2002 Referendum Committee
- Labor/Management Steering Committee
- Lisle-Woodridge Fire District 50th Anniversary
- Public Education
- Quality of Work Life

Event Participation

Have actively participated in many Fire District events including:

E.M.S. Open Houses, Eyes To The Skies Festivals, Fire Prevention Week Open Houses, District or Fire Service Related Funerals, Health Fairs, Illinois State Fair, Lisle Depot Days, Memorial Day Services, Operation Prom Nights, Parades, Promotional Ceremonies, Safety (Smoke) Trailer Demonstrations, Station Dedications, Woodridge Jubilees

Health & Fitness

- Endorse and participate in District's Fitness/Wellness program
- Helped institute LWFD Peer Fitness Trainer program
- Low percentage of sick time used in 27 years of service
- Sustained only 3 injuries (on or off duty) in 27 years of service

Labor Activities

- Attend Labor/Management Conferences (1994 – Present)
- Union President (2013 – Present)
- Local 2986 Executive Board Member (1994– 2000, 2002 - 2011)
- Shift Steward (1992 – 1994, 2011 – 2013)
- Contract Negotiating Team (1996, 1998, 2003, 2006, 2009, 2010, 2011, 2012, 2015)
- Instrumental in bringing a state wide (AFFI) conventions to Lisle (1994 & 2006)

Awards received

Lisle-Woodridge Fire District

- Company Citation (2016)
- Company Citation (2013)
- Award of Commendation (2011)
- Company Citation (2008)
- Company Citation (2006)
- Company Citation (1998)
- Award of Merit (1991)

Professional memberships

Associated Fire Fighters of Illinois
 Illinois Fire Chiefs Association
 Illinois Fire Service Instructors Association
 Illinois Fire Safety Alliance
 International Association of Fire Chiefs
 International Association of Fire Fighters, AFL-CIO
 International Association of Fire Service Instructors
 National Fire Protection Association

Community activities**American Heart Association**

- Member of DuPage County “Operation Heartbeat” Committee
- Member of Illinois/Indiana Region Emergency Cardiovascular Care (ECC) Committee
- Member of Advocacy Committee
- Member of Speakers Bureau

Edward Hospital

- Helped establish AHA Community Training Center
- Assigned by AHA as BLS Regional Faculty

Muscular Dystrophy Association of DuPage County

- Volunteer Fundraiser

Woodlake Homeowners Association

- Secretary (2017 – Present)
- Treasurer (2015 – 2017)
- President (1998 – 2010)

Summary of qualifications

I understand and am prepared to accept the challenge, responsibility and authority that comes with the rank of Battalion Chief. I have twenty-seven years of experience in the fire service, advanced education, supervisory and management experience as a Lieutenant and Captain, valuable personal skills and a history of accomplishments that makes me the ideal candidate for the rank of Battalion Chief in the Lisle-Woodridge Fire District.

References

Available on request