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# Example of Emergency Management Job Description

Our company is searching for experienced candidates for the position of emergency management. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for emergency management

* Participates in local, state, and regional disaster preparedness exercises to enhance capabilities within the department operations
* Management of the Duty Officer Program
* The Training and Exercise Program
* Public information/communications
* Emergency Operations Center, EOC operations/readiness
* Management of the Improvement Plan/Corrective Actions, and
* Develops standards for planning efforts
* Evaluates business continuity products and services and makes appropriate recommendations to management
* Works with non-clinical areas to develop contingency plans
* Provide technical expertise and project management oversight to EM projects

## Qualifications for emergency management

* BS/BA in Emergency Management, Business, Management, Public Policy, or related field
* DoD HAZMAT Incident Commander Certification
* Secure Voice Device Education Certificate
* Flight Line Driving
* CBRNE Control Center Operations
* Anti Terrorism Training