
Profile

Douglas

First Name

T

Middle Initial

Williams

Last Name

dwilliamsbfd@gmail.com

Email Address

2 Nonesuch Dr

Street Address

Suite or Apt

Natick

City

MA

State

01760

Postal Code

What Precinct do you live in? *☒ Precinct 6

Home: (978) 339-3307

Primary Phone

Alternate Phone

Town of Wayland Fire Dept

Employer

Lieutenant/Emt

Job Title

Applicants are encouraged to attend or read the minutes of several meetings of the body to which they are applying, if possible.

Which Boards would you like to apply for?

Fire Chief Screening Committee: Submitted

Are you a registered voter in the Town of Natick?☒ Yes ☐ No**Have you ever attended a Natick town meeting?**☒ Yes ☐ No**Have you ever served on a board, committee, or commission in the Town of Natick?**☐ Yes ☒ No

If yes, please list name(s) of board, committee or commissions, along with date(s) of service:

Interests & Experiences

Why are you interested in serving on a board or commission? Are there any changes you would like to see to these boards, committees and/or commissions?

I have been looking for an opportunity to become more involved in the town. I believe this screening committee would be a great opportunity to do that.

Are you a graduate of the Natick Community Services Citizen's Leadership Academy?

☐ Yes ☒ No

Please list any skills or specialized knowledge you can bring to these boards, committees and/or commissions.

Being both a resident of Natick and an officer on a neighboring fire department, I believe I can bring specialized insight into choosing a fire chief not only as a public representative appointed by the town but also their great effect on the inner workings of a fire department.

Please list any professional affiliations.

I am a full time Lieutenant/EMT with the Town of Wayland Fire Dept.

Let us know what other specialized interests or hobbies you might have.

I have three children in the Natick school system and spend most of my extra time at their town softball and baseball games and practices.

Applicants are encouraged to upload a resume, accepted file types are listed below.

[2020_resume_captains_exam.docx](#)

Upload a Resume

Douglas T. Williams

Douglas T. Williams

2 Nonesuch Drive
Natick, MA 01760

978-339-3307
Dwilliams@wayland.ma.us



Dedicated Lieutenant with 14 years on the Wayland Fire Dept. Over 75 shifts in the role of shift commander with a prior employment background in staff management. Unique insight from beginnings in dispatch and through the ranks allows for good communication with both the public and within fire department operations.



Experience

Town of Wayland Fire Department / Acting Captain

08/22/2020 - 11/19/2020

- Serve as captain of D group
- Maintain a knowledge of current department rules, regulations, and orders.
- Enforce rules, regulations, and orders
- Perform all duties as the Captain of D group
 - Being responsible for a full shift up to 7 firefighters
 - Being able to maintain an incident command of a large scale incident
 - Maintain records and paperwork associated with day to day operations
 - Maintain a training program for assigned shift
 - Responsible for scheduling and filling overtime
 - Responsible for day to day operations performed by shift commander

Town of Wayland Fire Department / Lieutenant

3/16/2015 - Present

- Serve as second in command of assigned shift
- Maintain a knowledge of current department rules, regulations, and orders.
- Enforce rules, regulations, and orders
- Lieutenant in charge of department keys and lockboxes

- Be directly in charge of department facilities and equipment in assigned district
- Perform all duties of the Captain in his absence including

- Being responsible for a full shift up to 7 firefighters
- Being able to maintain an incident command of a large scale incident
- Maintain records and paperwork associated with day to day operations
- Maintain a training program for assigned shift
- Responsible for scheduling and filling overtime
- Responsible for day to day operations performed by shift commander
- Over 75 shifts worked in grade as shift commander since 3/16/2015
 - Shift commander from 7/10/18 through 10/6/18

Town of Wayland Fire Department / Firefighter/Mechanic/Emt-B

2010-2015

- Perform, diagnose, and document repairs and maintenance to department vehicles and equipment in an expeditious manner while being mindful of both budget and safety concerns.
- Arrange and execute repairs with outside vendors and be available 24/7 to consult with them
- Be available 24/7 to respond or consult over the phone with Wayland fire department members with questions or problems regarding apparatus or equipment
- Assist in designing and ordering apparatus and equipment through both operating budget and capital budget

Town of Wayland Fire Department / Firefighter/Emt-B

2006-2010

- Accurately perform tasks assigned in a speedy manner during a variety of emergency and non-emergency incidents.
- Interact with the public and act in a professional manner at all times
- Be responsible for and maintain various equipment including fire apparatus

Town of Wayland / Joint Communications Center, Dispatcher

2005-2006

- Take business and emergency calls from the residents of the Town of Wayland
- Dispatch both the Police and Fire Departments to service and emergency calls
- Coordinate with other agencies the services provided by the Town of Wayland

Town of Wayland / Call department coordinator

March 2006

- Act as liaison between training Captain and call department
- Coordinate scheduling for training drills with call department
- Mentor new hires to call department

Town of Wayland / On-Call Fire Department, Call Firefighter

2003-2006

- Train monthly with other members of On-Call Fire Department
- Be available to respond to fires or other large scale incidents in the town
- Train outside of monthly drill when made available
- Perform and act as a Town of Wayland Firefighter when called to duty

Auto Diagnostic Center / Service Writer/Manager

1997-2005

- Manage 5-7 service workers: being responsible for their schedules, what work is assigned to them, and making sure they remain on task
- Interact with customers face to face and over the phone.
- Take vehicles in as well as explain services provided and the billing process
- Take in service orders and billing them as necessary
- Order and track inventory, keeping a budget in mind
- Perform mechanical work when necessary
- Take calls and schedule appointments to a customer base of 5,000 people



Education

Penn Foster Career School / Career Diploma

2007

Career Diploma in Small Engine Repair

Massachusetts Fire Academy / Recruit program

March 2007-June 2007

Massachusetts Fire Academy / Certificate

Fall 2004

Firefighter I/II Certification Program

Massachusetts Bay Community College / Certificate

2004

EMT-B Certification Program

Lincoln-Sudbury Regional High School / Diploma



Skills

Massachusetts Certified EMT-B
Nationally Certified at the level of Firefighter I/II
MFA recruit program graduate
NHTSA certified carseat installer 1/23/2015
Small engine repair specialist.

Classes

Completed Fire Instructor I program
Completed Fire Officer I program 3/2015
Trench Rescue; Technician Level
Company Officer Fundamentals of Transitional Fire Attack
And Flow Paths 9/2015
Planning for safety for supervisors and managers - NEC 6/14/2017
Confined space awareness - NEC 5/11/17
SSafety Net tracking program 5/10/2017
MFA online air management 4/25/2016
MFA online photovoltaics for fire service 4/11/2016
Fire Prevention Officer - Basic online 3/20/2019

Non Contract Department Activities

Apparatus design and procurement committee

- On committee for New engine ordered 12/20
- Committee for current Ladder 1, Engine 2, Forestry,
And A2

Wayland Firefighters Association

Active member since 2004 engaging in various community
Events including hosting blood drives, sponsoring youth
Sports teams, and participating in Santa's ride a yearly
tradition.