



Town of Fort Qu'Appelle Fire Department



Paid-on-Call (Volunteer) Firefighter Application Package

Please review all the information below before filling out the application pages

Position Information

Position Title: Paid-on-Call Firefighter

Hours: There are no set hours. Members are expected to attend two training sessions per month, respond to calls, participate in fundraisers and community events based on availability.

Pay: Firefighters are paid \$50 per month for performing equipment checks and maintenance duties and \$25 per hour upon call out.

Applicant Eligibility

To be eligible to apply, applicants must:

- Be 18 year of age or older
- No older than 65 years of age
- Legally entitled to work in Canada
- Live primarily in the Fort Qu'Appelle area
- Be willing to learn firefighting methods and techniques, the basic operation and mechanics of firefighting equipment and other knowledge related to firefighting and rescue operations

Duties of a Firefighter

- Provide protection to the community through the fire service's three lines of defense: education, enforcement & emergency response
- Responding to emergencies and public service calls as a member of the fire department and performing the duties associated with the call response
- Acting in a professional manor while representing the Fort Qu'Appelle Fire Department
- Driving and operating fire apparatus
- Selecting and operating the proper tools for a wide variety of specialized tasks
- Performing routine cleaning and maintenance on equipment and fire apparatus
- Performing general maintenance and upkeep of the fire hall, including housekeeping duties
- Attending training meetings and participating in drills, activities and discussions
- Participating in public education/relations events such as: hall tours, presentations and public appearances
- Providing assistance and informally training new firefighters on the daily operations of the job
- Performing other duties as assigned

How to Submit your Application

1. Follow all instructions in the *Application Instructions* section.
2. Once you have completed the application form, you can submit it in one of the following ways:
 - a. Staples pages 3-6 together (along with a copy of your resume if you choose) in the top left corner and:
 - i. Give the application to any Fort Qu'Appelle Firefighter to give to the Chief or,
 - ii. Mail it to:
Fort Qu'Appelle Fire Department
PO Box 794
Fort Qu'Appelle, SK S0G 1S0
 - b. Scan pages 3-6 (along with a copy of your resume if you choose) into **ONE PDF** file. Email it to fqfire@sasktel.net with the subject line: Application – (Your First & Last Name)

The Next Steps After Submitting Your Application

1. Once your application has been submitted it will be reviewed to determine if you meet the minimum criteria. If you meet the minimum criteria you will be invited for a first interview.
2. In the first interview, you will be asked a variety of questions by a panel made up of the Chief, Deputy Chief and 1-3 Captains. If you pass the first-round interview, you will be called for a second.
3. In the second-round interview, you will be invited to one of our meetings. In this interview, each member present will have the opportunity to ask you a question.
4. Your application and two interviews will be reviewed and the members will hold a vote. You will be notified of the results.

Application Instructions

1. Read every field carefully before answering. There is no rush to fill out the application so take your time and put thought and effort into your responses.
2. Please PRINT clearly. Illegible applications will be discarded.
3. Fill out the application in **BLUE PEN**

Contact Information

First Name		Last Name		
Residential Address		Municipality		Province
Mailing Address		Municipality	Province	Postal Code
Cell Phone	Alternate Phone	Email Address		

Eligibility

	Yes	No
For performing routine duties and responding to emergencies, firefighters receive a small financial compensation that is claimed on federal income tax. Are you legally entitled to work in Canada?		
According to department regulations, firefighters must be at least 18 years old and not older than 65. At the time of submitting this application, do you meet this requirement?		
Date of Birth:		
Upon joining the fire department, you will instantly be granted an extremely high level of trust from the community that MUST be upheld. A history of criminal activity may disqualify you as a candidate. Have you ever been convicted of a crime for which you have not been pardoned? <i>Upon request, you may need to obtain a Criminal Record Check with a Vulnerable Sector Search at your expense.</i>		

Availability

	Yes	No
Do you currently live in the Fort Qu'Appelle area, within a 10-minute drive of the fire hall?		
How long do you plan on living in the Fort Qu'Appelle area?		
Do you work in the Fort Qu'Appelle area?		
Place of employment (Name & Address)		
Which best describes your work schedule? <i>(Circle one)</i> <div style="display: flex; justify-content: space-around; width: 100%;"> Days Nights Shifts Other </div>		
Is your employer aware of your application?		

	Yes	No
Will your employer allow you to leave for calls?		
If your employer will allow you to leave for calls, are you willing to do so?		
Other than during working hours, are you willing to attend calls at night, on weekends and holidays?		
Performing the duties of a firefighter (career or volunteer) exposes us to certain hazards that can lead to health problems, injuries or death. In addition to the risks to one's self, a firefighter's performance drastically impacts the safety of the people we're helping, bystanders and fellow firefighters. To try and mitigate these risks and provide the best outcome possible to incidents, firefighters must partake in regular training and education sessions in order to be competent at these tasks. Applicants to the fire department must not only be willing to respond to emergency calls but they must be willing to partake in training. Are you willing to partake in training events that may happen on weeknights and/or weekends?		
Other than performing routine duties, responding to emergencies and training, firefighters also provide a crucial service of public education and prevention as well as fundraising for the department. Applicants must be willing to attend public education events, be knowledgeable in fire & life safety matters and help fundraise on the department's behalf. Are you willing to partake in these activities?		

Reasoning

Please explain to us why you want to join the fire department. If your reason is for fire service or volunteer experience, give a brief description of how this will help you reach your goals and how your time here will benefit the fire department. If your reason is to give back to or help out the community, please explain how you will achieve this through your role in the fire department.

Knowledge, Skills & Experience Inventory

Our firefighters come from a diverse range of knowledge bases, skill sets and experiences. This proves to be a great asset when working in such a dynamic environment and keeping the department running smooth. Below is a self-assessment to determine the roll best suited for you and how your background can provide the greatest impact to our department and the community we serve.

Education

	Grade/Years Completed	Program	Degree/Diploma/Certificate
High School			
Trade School			
College			
University			

Health

	Yes	No
In your own opinion, are you physically fit?		
Are you capable of lifting, dragging and moving objects that can exceed 50 pounds?		
Do you get winded quickly when walking up inclines, stairs or while performing strenuous tasks?		
Do you have any health problems that may prevent you from performing strenuous tasks? (Examples: Physical Disability, Joint Problems, Health Conditions such as Heart Problems, Asthma or COPD)		

Driving

	Yes	No
Do you have a valid Saskatchewan driver's license?		
What class of driver's license do you possess? (Circle One)		
None 7 5 4 3 2 1		
Do you have an airbrake endorsement on your driver's license?		
Do you have any restrictions on your driver's license		
Do you have any experience driving large vehicles and/or operating heavy machinery		

Training

	Yes	No
Do you have a valid First Aid/CPR certificate?		
Do you have a pleasure craft operator card?		

Please list any commercial/industrial certifications you have (Example: Confined Space, Fall Protection, H2S, WHMIS, Etc.)

Related Experience

	Yes	No
Do you have any previous firefighting experience?		
Fire Department:		
# of Years:		
Do you have any experience working in EMS?		
Agency:		
# of Years:		
Do you have any law enforcement or military experience?		
Agency:		
# of Years:		

Community Involvement

The fire department is a public service agency. We are here to serve the community, and make it a safe and enjoyable place to live, work and play. We value those who are willing to give up some of their time for the good of those around them. If you have any experience in community involvement or volunteering, please list it here with a short description of what you did and how long you were involved.

References

Please provide three references that can tell us more about your dedication, quality of work, job performance, attitude and character.

Reference 1:

Name, Phone #, How they know you & how long they've known you for

Reference 2:

Name, Phone #, How they know you & how long they've known you for

Reference 3:

Name, Phone #, How they know you & how long they've known you for