



A Natural Attraction  
 Career Profile Application Form

Fire Prevention Officer  
 Fire and Emergency Services

A cover letter, resume and application must be submitted by email and will be accepted up to **4:30 p.m. on Tuesday, April 30, 2019** to [hr@quintewest.ca](mailto:hr@quintewest.ca).

**Please Type or Print:**

<b>Name:</b>	(First Name or name known by followed by last name)		
<b>Address:</b>	<b>911 Street Address:</b>		
	<b>Apartment/Unit#:</b>	<b>PO Box:</b>	<b>Rural Route:</b>
	<b>City/ Town:</b>		<b>Postal Code:</b>
<b>Telephone:</b>	<b>Home:</b>	<b>Cell:</b>	
	<b>Work :</b>		
<b>Email Address:</b>			

**Thank you for your interest in this posting. Please read the following information to assist you with completing this document:**

- You will be required to submit a **resume and application** in order to be considered for this position. You also need to include detailed information regarding your related experience.
- Please attach your **resume** to the front of this application. Failure to submit your **resume** will forfeit your opportunity to apply for this position.
- In the information boxes provided under the questions below, you will list the top three positions (including years in each position), job titles, and details of your work experience/skills. Failure to complete will forfeit your opportunity to apply for this position.

**Please note, this position is open only to currently active Quinte West Volunteer Firefighters.**

Are you currently a Quinte West Volunteer Firefighter?  Yes  No

**Location applying to:**

Station 1 49 Dixon Drive

**Availability:**

I am available for duty as follows:

Days  Evenings  Wednesday Evenings  Saturdays  Sundays  Holidays

**Education/Specialized Training/Skills:**

Do you possess an Ontario Secondary School Diploma (OSSD – Grade 12) or academic equivalency?

Yes  No

Although not required, an asset to this position would be:

The Pre-Service Firefighter Education & Training Certification to NFPA1001 Firefighter Level I & II, or received the NFPA 1001: Firefighter Level I & II Certificate endorsed by ProBoard and/or IFSAC.

Please indicate which of the following apply.

- Not applicable
- In progress
- Completed

The Fire Inspector 1 level course.

- Not applicable
- In progress
- Completed

The Fire Investigator Certificate. Please indicate which of the following apply.

- Not applicable
- In progress
- Completed

Please list any further education you have completed, as applicable:

	Course or Subject	Certificate/Diploma/Degree	Completed
Technical/Vocational			<input type="checkbox"/> Yes <input type="checkbox"/> No
College/University			<input type="checkbox"/> Yes <input type="checkbox"/> No

**Experience:**

Do you have prior Firefighter experience? (volunteer or professional)  Yes  No

Please check all areas that you have previous work experience:

Fire suppression	<input type="checkbox"/> Yes <input type="checkbox"/> No	Construction	<input type="checkbox"/> Yes <input type="checkbox"/> No
Trades	<input type="checkbox"/> Yes <input type="checkbox"/> No	Mechanical	<input type="checkbox"/> Yes <input type="checkbox"/> No
Emergency medical	<input type="checkbox"/> Yes <input type="checkbox"/> No	Large vehicle operation	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fire prevention	<input type="checkbox"/> Yes <input type="checkbox"/> No	None of the above	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Licence Requirements:**

Please indicate which of the following you hold:

Licence Class or provincial equivalent:  "G"  "A"  "B"  "C"  "D"  "Z"

Other: Please Specify:

**\*Please note that the successful candidate shall have a valid DZ licence on their start date, no exceptions\***

Standard First Aid Certificate

Yes, and valid.  Yes, but expired.  No, but am willing to work toward obtaining.

AED Certificate

Yes, and valid.  Yes, but expired.  No, but am willing to work toward obtaining.

CPR "C" Level (Basic Rescuer) Certificate

Yes, and valid.  Yes, but expired.  No, but am willing to work toward obtaining.

**Job Requirements:**

I am a resident of Quinte West:  Yes  No

This job requires the following. Are you willing and able to perform the following duties?

Duty	Willing	Able
Team Work	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Lifting	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Physical Fitness	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Decision Making	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Handles Pressure	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Deals with Uncertainty	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Judgment	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Objectivity	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Dependability	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Emotional Control	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Integrity	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Safety Management	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Swim	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Work at heights	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Work in darkness	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Work in confined spaces	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Wear supplied safety equipment	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Working with others	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Continuous Training	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fire suppression activities	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Motor vehicle collisions	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Hazmat incident (awareness)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Medical and First Responder Level first aid response	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Ice/water rescue	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Dive team support	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Staff Training	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Silo firefighting and farm rescue	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Attend mutual aid incidents	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fire investigations support	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Public education programs	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Getting along with others	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Conduct general fire station maintenance and cleaning	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Conduct general equipment repairs and maintenance	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Conduct pre-incident planning	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Public service calls	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

### Duties and Responsibilities:

Fire Inspections

Yes  No

Fire Safety Plan review

Yes  No

Public Education

Yes  No

Fire Investigations

Yes  No

Plans Review

Yes  No

Regularly attend training

Yes  No

General station and equipment maintenance

Yes  No

Public inquiries and complaints

Yes  No

Emergency response

Yes  No

Public education

Yes  No

### Acknowledgement of Duties, Responsibilities and Other Requirements:

I acknowledge that I am aware of and in agreement to the duties, responsibilities and other job requirements as outlined above. I understand that the position is expected to be professional and take pride in their work. I understand that the duties listed above are not to be construed as all inclusive.  Yes  No

**Decision Making:**

Are you willing to make decisions in a fast paced and stressful environment?

Yes  No

**Supervision:**

Are you willing to supervise a group of firefighters during emergency incidents?

Yes  No

**Work Environment:**

Work at emergency incidents frequently places firefighters in a hazardous environment. Are you willing/able to work in these conditions?

Yes  No

This position may require the incumbent to work at various sites throughout Quinte West. Are you willing/able to work at the various locations?

Yes  No

This position requires the incumbent to work independently for long periods of time unsupervised. Are you willing/able to work in these conditions?

Yes  No

**Related Employment:**

- Please describe in detail in the information boxes below, your top three (3) positions where you gained work experience **related** to the role you are applying for.
- Include when and where you obtained the experience (names of employers, job titles, dates in positions, your experience as it relates to the requirements based on this question and the job posting).
- If you missed including details for a given question you will not receive recognition for where have not provided an answer.

Employer:	Job Title (include employment dates):	Related Experience:

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**Language:**

This position requires the candidate to speak, read, write and understand the English language in high pressure situations.

Are you able to understand and willing to communicate using the English language as follows?

Speak  Yes  No

Read  Yes  No

Write  Yes  No

Although not required, it would be an asset to this position if the candidate was able to speak, read, write and understand the French language in high pressure situations.

Are you able to understand and willing to communicate using the French language as follows?

Speak  Yes  No

Read  Yes  No

Write  Yes  No

**Employment Status:**

Are you currently, or have you previously been employed by the City of Quinte West?

Yes, I am currently employed by the City of Quinte West.

I have previously been employed by the City of Quinte West.

No, I have not previously been employed by the City of Quinte West.

**Assets:**

Do you have any community service involvement?  Yes  No

If yes, please describe:

## Requirements Upon Hire:

To be eligible to apply for positions, you must meet the following criteria:

Must be 18 years of age or older at the time of application.

Are you 18 years of age or older?  Yes  No

Must be legally entitled to work in Canada. Are you legally entitled to work in Canada (citizen/landed immigrants)?  Yes  No

Should an offer be extended, prior to the first day on the job, I am aware:

- Candidates will be required to consent to completion of a Criminal Background and Vulnerable Sector Check with favorable results.  Yes  No
- For those positions that require a valid Driver's Licence, candidates will be required to consent to the running of and favourable results of a Driver's Abstract in good standing.  
 Yes  No
- Candidates will be required to be in possession of and present a Social Insurance Number at time of hire.  Yes  No
- I am aware that I must be clean shaven and agree to this condition of employment.  
 Yes  No
- I am aware that the career firefighter/fire prevention officer position is a unionized position with IAFF Local 1328.  
 Yes  No

## Disclaimer:

I am aware that Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and is used to determine eligibility for potential employment.

Yes

I am aware that, in accordance with the Accessibility for Ontarians with Disabilities Act, the City of Quinte West is pleased to accommodate individual needs of applicants with disabilities within the recruitment process. I am aware that I am to call 613-392-2841 (4515) or email the above if I require an accommodation to ensure participation in the recruitment and selection process.

Yes



**Certification of Application:**

I certify that the information contained in this application is true and complete to my knowledge. I understand that a false statement may disqualify me from my employment or cause my dismissal.

Yes

**Completed by: (block letters):**

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**Signature**

**Date completed:**