

Career Fire Fighter Recruitment and Selection Process

I. Qualifications

Required Qualifications

Completion of Grade 12 or equivalent
NFPA 1001 Firefighter II (Pro-board or IFSAC Accreditation)
NFPA 472 Hazardous Material Operations Level (Pro-board or IFSAC Accreditation)
BC EMA First Responder License or BC EMR or BC PCP or equivalent
Valid BC Class 3 Driver's License with Air Endorsement or equivalent
Ability to successfully pass a police information check
Legal entitlement to work in Canada (You must be a Canadian Citizen or Permanent Resident/Landed Immigrant)

Desired Qualifications

Work experience related to the job duties of a firefighter (Examples include: building construction, mechanical experience, driving large or emergency vehicles, wildland firefighting, first aid, nursing, paramedical experience, teaching or instructional experience)
NFPA 472 Hazardous Materials Technician (Pro-board or IFSAC Accreditation)
NFPA 1002 Fire Department Vehicle Driver/Operator or equivalent training for Fire Apparatus Driver/Operator
NFPA 1006 Technical Rescue or equivalent training to Operations Level in Vehicle & Machinery Rescue, Confined Space and Rope Rescue
ICS 100 Incident Command System 100
SPP-WFF 1 Wildland Fire Fighter Level 1
SPP-115 Structure Protection
CARs 323 Aircraft Firefighting at Airports and Aerodromes (Canadian Aviation Regulations)
Successful completion of a post-secondary education program (academic, technical or trades)
Volunteer experience in the emergency services field (firefighting, coast guard, search and rescue).
Demonstrated community involvement
Demonstrated commitment to a lifestyle of fitness

II. Written Exam

A timed general knowledge examination will be scheduled and arranged by the Fort St John Fire Department. Candidates will be given one (1) opportunity to write the exam. The exam will be marked and scored on a percentage basis. A score of less than 75% will result in the candidate not being eligible to advance to the Physical Fitness Test. Candidates will be notified of their test results within two (2) hour of completion of the test.

III. Physical Fitness Testing

Fire Fighter Suppression candidates are tested for physical fitness to ensure they possess necessary fire fighter physical capabilities. The Fort St John Fire Department administers this physical evaluation program.

Candidates will be required to successfully pass a medical examination and obtain a [Medical Clearance](#) signed by a licensed physician prior to participating in any Physical Fitness Testing.

All of the tests are completed while wearing firefighting personal protective equipment (PPE) that weighs approximately 22 kg (50 lb). This ensemble includes: helmet, gloves, pants, boots, jacket and self-contained breathing apparatus (SCBA). You will not breathe from the SCBA, but you must wear it.

Failure of any section of this test, or not participating in the testing process, will result in the candidate not proceeding to the next section.

Agility Test

The candidate will be required to perform the following agility test:

- a) The candidate must climb a 100-foot aerial at 70 degree to the platform and then back to the turntable. A safety harness and line will be used.
- b) The candidate, while wearing a blacked-out facemask, must enter the confined space training area and navigate a narrow passageway on their hand and knees for approximately 15 meters and perform a simple task. The mask must remain on throughout the task.

The agility test is marked on a “pass or fail” basis.

Physical Fitness Test

The candidate will be required to complete two (2) circuits of the following stations, excluding the dead blow hammer:

- Lift and carry 70 lbs up and down 136 stairs,
- Hoist 35 lbs with a rope 27 feet,
- Remove a 14 foot roof ladder from apparatus, place it on the ground and return it,
- Drag a 150 lb fire hose 150 feet,
- Move 165 lbs weight 5 feet with an 8 lb dead blow hammer (only once),
- Drag 150 lbs Rescue Mannequin 50 feet.

The physical fitness test is timed, recorded and scored.

IV. Interview

A panel interview will be held with the top qualifying candidates. The panel will consist of the Fire Chief and/or Deputy Fire Chief, a Representative of the Union and a Human Resources Representative with the City of Fort St John.

The interview will include behavioral based questions that focus on things you have done in the past to achieve an outcome. An example question would be; “Describe a time when you were part of a team that was having difficulty achieving its intended purpose and describe what you did to help the group get back on track.” What we are looking for in these types of questions are answers that demonstrate the following:

- Leadership
- Interpersonal skills
- Teamwork
- Initiative
- Communication Skills
- Adaptability

It is important that you have a good understanding of the employer and the position for which you are applying. You should also be able to articulate the reasons that you would be a good fit with the Fort St John Fire Department.

When attending the interview you should:

- Dress appropriately:
 - You are applying for a career position that you have worked very hard to prepare for. Your attire should reflect the importance of the interview.
 - Abiding by the Department's grooming guidelines is recommended.
- Bring all of your supporting documentation to the interview including all certifications and references.
 - You should have enough copies for each member of the interview panel.
 - Panel packages should be professional, well organized, stapled and not in a binder or folder.
- Plan to arrive early and make allowances for the unexpected.

At the time of the interview, candidates must provide the following documentation:

- a) Driver's abstract within the last 30 days, with no more than 6 points within the last three years
- b) Drivers' license
- c) Police Information Check with the Vulnerable Sector Check completed by your local police detachment within the last 30 days
- d) Proof of education (certificates or transcripts)
- e) Proof of training certifications (NFPA, CPR, EMR, EMT-A, EMT-P, etc.)

V. Psychometric Screening

Candidates will partake in psychometric testing after they have completed the interview process. If you are unfamiliar with psychometric screening, please see the following:

The assessment consists of approximately four hours of paper and pencil testing and is, typically, conducted in a group setting. The testing is based on current findings from the research literature with respect to the factors that predict success as a firefighter "on-the-job". Three main areas are assessed: general learning ability and specific aptitudes (e.g. mechanical reasoning); personality traits associated with success as a firefighter; and career interest patterns.

VI. Reference Checks

Candidates are required to provide three (3) work-related supervisory references (at least one from current/most recent employer) at the interview stage of the process. Recent graduates from fire or medical programs may also submit instructors as references. Your references will be asked to rate you based on their experiences with you as an employee. They will also be asked to provide their assessments of you in your present and/or past employment.

VII. Background Check

Candidate's background, including personal, work, and criminal history will be evaluated. The documentation provided at the interview will be evaluated prior to any offer of employment being made.

VIII. Eligibility List for Future Postings

The committee has the ability to recommend that an eligibility list for future postings be established. Any such list will be deemed to have expired 24 months after the testing date.