



**Volunteer Firefighter Applicant  
Information Package**

## **INTRODUCTION TO THE KINGSVILLE FIRE DEPARTMENT**

The Kingsville Fire Department provides emergency fire and rescue service to the residents of the Town of Kingsville. The department consists of a full time chief, full time deputy chief, full time fire prevention officer, full time fire training/public education officer, full time office support person, and 58 volunteer officers and firefighters. The department also operates a Technical Rope Rescue team and a Water and Ice Rescue team. There are two fire stations. The south station is located at 1720 Division Road in the Town of Kingsville and houses one pumper, one pumper-tanker, one rescue unit, one water rescue/brush truck, one aerial and one rescue boat. The north station is located at 120 Fox Street in the Village of Cottam and houses two pumper-tankers and one rescue unit. Dispatching service is provided by the LaSalle Police Department. At the present time, the department responds to over 300 emergency calls for service annually.

Please see Appendix A for a map of the fire station locations and their corresponding response areas.

If chosen as a successful applicant, you will be required to commit to carrying on this tradition of service. You will enjoy the team spirit and satisfaction of helping others, but will pay the price of having to respond to emergencies at any time of the day or night without notice and in all kinds of weather and other trying conditions. Although a firefighter's job is often carried out in hazardous and difficult circumstances, both physically and emotionally, it is rated one of the highest for job satisfaction. The information in this package will describe in more detail the hiring process and the demands that the position will involve.

## **POSITION DESCRIPTION – VOLUNTEER FIREFIGHTER**

### **Summary of Duties:**

Firefighters are responsible for all of the various firefighting and rescue duties needed to save life, property and the environment. They are required to rapidly and efficiently perform these duties under emergency conditions, which frequently involve considerable hazards.

Firefighters also perform routine checks and maintenance of fire department equipment and property. Specific orders and directions as received from a superior officer shall be carried out in the normal course of all duties. Firefighters also exercise a considerable independence of judgment during emergency operations when direction from or referral to a superior officer is not immediately possible. Evaluation of firefighters shall be conducted by officers in relation to demonstrated abilities and performance.

### Work Performance and Responsibilities:

There is a one year probationary period following the date of hire. Probationary firefighters are only eligible to be promoted upon successful completion of their NFPA Firefighter Level 1 and a performance evaluation conducted by the officers of the department. Firefighters begin at the position of probationary, move up based on successfully obtaining their DZ driver's license, and provided they meet the testing, training and attendance requirements within the wage agreement.

Each firefighter will be assigned to a squad led by a captain. Squads meet on a rotating basis for regular vehicle and equipment checks. There are also a minimum of two mandatory training sessions each month except August (twenty two per year) and one weekend training. Firefighters must maintain a 90 percent training attendance record for training. Firefighters must be able to safely operate all of the equipment normally associated with efficient fire and rescue operations. These duties include:

- Laying, connecting and carrying fire hoses.
- Directing fire streams and operating nozzles.
- Climbing and working from ladders.
- Wearing self-contained breathing apparatus.
- Ventilating buildings.
- Performing salvage operations.
- Performing overhaul operations.
- Tying ropes and knots.
- Operating portable fire extinguishers.
- Performing forcible entry on locked structures.
- Operating fire department pumps.
- Operating rescue equipment.
- Performing rescue and providing medical aid.
- Assisting in public education and fire prevention.
- Performing other duties as directed.

### Working Conditions:

Work is performed on an "on call" basis and is subject to responding to emergencies at any time of day or night. Firefighters are required to maintain minimum attendance standards.

This position also requires attendance at regular evening training sessions as well as monthly truck and equipment check sessions.

### Remuneration:

As per the Town of Kingsville Volunteer Fire Fighters Agreement.

## **HIRING PROCEDURES**

All persons who are legally eligible to work in Canada, are over the age of 18 and who are willing to reside within the fire response area (see Appendix A) are invited to apply by submitting a resume, cover letter and completed *Volunteer Firefighter Application Form* online at [www.kingsville.ca/en/town-hall/employment-and-volunteer-opportunities.aspx](http://www.kingsville.ca/en/town-hall/employment-and-volunteer-opportunities.aspx).

To ensure the best candidate is hired, each application will be assessed using the following selection system:

1. Review of Application Form, Cover Letter and Resume
2. Written Aptitude Test
3. Agility Test
4. Swim Test
4. Interview
5. Reference Checks, Vulnerable Sector Police Check and Review of Driver's Abstract

Only those candidates who successfully meet the requirements of each step in the process will proceed to the next level.

If selected as a successful applicant for hire you will be required to submit a medical certificate of fitness for duty, a police record check including a vulnerable sector check and a driver's abstract.

## **TESTING SUMMARY**

### **Aptitude Test**

The aptitude test covers a wide range of skills and abilities that are important to the fire service. You will not need any prior fire service experience in order to successfully complete the test. There are several broad categories that the test covers which will summarize the types of things that may be tested. These categories include:

- Reading comprehension, writing and mathematics skills.
- Judgment, reasoning, communication, motivation and problem solving.
- Situational questions which will test your response to events which you may encounter as a firefighter as well as interpersonal relationships.
- Mechanical aptitude.

## Kingsville Physical Agility Test

Applicant to have bunker gear, helmet and gloves on to start test

### 1. Hydrant Pull

- Grab 4" hose from tail board of engine
- Pull the hose and walk to predetermined point 100' away

This will simulated the connection of a high volume hose line to a water source, a dry 100' length of 4" hose weighs approx. 100lbs, hose is held with 2 hands with hose over left or right shoulder and pulled to an identified distance of 100' from rear of engine.

### 2. Ladder Raise

- 24'
- Two FF assisting, there as precaution in case of falling
- Untie lanyard
- Flat raise, extend ladder and set dogs
- Retract ladder, tie lanyard and lower back to ground

With a 24' extension ladder being butted against the arena wall, the applicant will lift the ladder from the tip, holding the sides of the ladder with each hand, walk the ladder hand over hand till its flat up against the wall. Carefully position the ladder one foot from the wall and using the lanyard extend the ladder until instructed to stop (aprox 20') and set the ladder dogs to secure them in place. Release the dogs and retract the ladder back to its original position and tie lanyard. Walk the ladder back down until it is flat on the ground.

### 3. Aerial Climb

- Set 219 up to 60' at 75 degree angle
- Be fitted with safety belt and connected to lanyard on platform
- Climb aerial ladder to top and back down
- Keeping a two point contact at all times

Ability to work from heights will be demonstrated with this evolution.

### 4. Stair Climb

- Put on SCBA pack without face piece
- Climb the flight of stairs to the top and back down 4 times
- This is not a timed event
- Must touch every stair, no using of hand rail
- No pausing at the top or bottom of stairs between flights

A firefighter in full turnout gear and with a SCBA on, will be carrying an extra 49lbs when climbing the stairs. This evolution simulates the response to a high-rise building of 4 floors

#### 5. Search & Rescue

- With SCBA on with blacked out mask
- Enter safety trailer and maneuver to find identified object

Enter trailer in a crawling motion, moving around to find a described object in a controlled manner and carry that object to the second exit in the trailer. This evolution will test if one is Closter phobic

#### 6. Dummy Drag

- With SCBA on and no face piece
- Pick up rescue dummy and move 25'

Pick up rescue dummy from under the arms and drag the simulated victim 25' to a predetermined point

### Kingsville Physical Swim Test

#### 1. 100m Swim with PFD:

Starting in the water, demonstrate comfort swimming 100m using any combination of strokes, wearing a PFD.

- Don the appropriate PFD
- Distance completed without stopping

#### 2. Object Recovery:

Starting in the water, submerge to recover a 9 kg (20 lb.) object located at a 3.5m; surface and carry the object to closest appropriate edge.

- In-water start
- Comfort in submerging to required depth
- Object recovered
- Head remains above surface during object carry to pool edge

# Appendix A

