

The information collected on this form is collected in accordance with the Personal Information Protection and Electronic Act (PIPEDA) and the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). This information will be used for employment purposes only. Any questions regarding employment should be directed to the CAO/Clerk, 1 Selkirk Avenue, Terrace Bay, Ontario, P0T 2W0 (807) 825-3315.

Name in Full: \_\_\_\_\_

Address - Street: \_\_\_\_\_ Box # \_\_\_\_\_

Phone #: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

Employer: \_\_\_\_\_

Immediate Supervisor: \_\_\_\_\_

Can you be called away from work for emergency duties? Yes No

Are you required to work shifts? Yes No

Do you believe you are physically fit to perform the duties of a firefighter?  
Yes No

Drivers License Number: \_\_\_\_\_ Class \_\_\_\_\_

Do you own your own vehicle? Yes No

List previous experience in firefighting, first aid, or any special training you have received:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Education: \_\_\_\_\_  
(High School, Post Secondary Education)

LIST TWO PERSONAL REFERENCES GIVING NAME AND TELEPHONE NUMBER:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_

Indicate your reasons for applying to join this department:

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If accepted, you will be placed on a six month probation period, you will be expected to attend training and do home study on firefighting subjects. You will be tested from time to time, and if your tests indicate that you are unable or unwilling to perform as required by department policy, you will be dismissed.

I have read and understand the requirements for membership in the Terrace Bay Fire Department.

I certify the statements made are accurate, to the best of my knowledge.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

I, \_\_\_\_\_, authorize the Township of Terrace Bay to contact the person or organization listed above for the purpose of obtaining reference information, including information contained in my personal file and such person or organization is authorized to disclose such information. This authorization is in compliance with Subsection 32(b) of the Municipal Freedom of Information and Protection of Privacy Act.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Qualification Criteria:

- 1) Minimum age 18 years  
Physically fit  
Have successfully completed at least grade 12 or equivalent  
Hold a valid Ontario Drivers license  
Class "DZ" Drivers license preferred  
Willing to abide by rules and policies outlined by the Terrace Bay Fire Department  
Are bondable

Prior to being considered for appointment to the force, applicants may be asked to perform a practical exercise which will include but is not limited to:

**All activities include wearing turnout gear**

- a. Don breathing apparatus, in positive pressure mode, walk to the end of the street and back.
- b. With breathing apparatus donned, climb ladder provided, get onto roof, then return to ground level. A resident firefighter will follow the person up and down the ladder.
- c. Mask will be blocked out to restrict visibility. A maze will be set up in the conference room. You are expected to complete a left hand primary search of the room (search on your hands and knees). A resident firefighter will be teamed with each person. Maintain contact with the wall; this will be your guideline. Team members should not separate. Exit through the door in which you entered.
- d. Interview with Chief and firefighter.

2. Recruitment Procedure:

- a. Advertising Process:

When needed and in order to attract the best possible candidates as future firefighters, the Fire Department will place an advertisement in the local newspaper, and on the local television channel.

b. Application Review:

The application review process will be undertaken by the Chief and the membership with the intention of short listing the applicants for interviews. References will be checked. All applications will be kept on file for two years. Unsuccessful applicants will be notified.

c. Interview Process:

The interview process will be conducted by the Chief and a firefighter. The Deputy will record the responses. It will involve questions to be directed to the applicant. It will also provide any additional information the applicant may want to add.

d. Practical Exercise:

A practical exercise process may be required and shall be conducted by members of the Department.

e. Attending Review Process

Members will review applicants and make the final selection. The membership recommendations will then be forwarded to Council for review and appointment.

Submitted by: Maurice Stark Date: October 2015	Approved by: _____ Date: October 28, 2015
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