

Dear potential volunteer firefighter candidate,

On behalf of the County of Brant Fire Department, thank you for taking the time to consider a volunteer position with our department. This package has been developed to inform you of the position requirements and your role as a potential candidate in our volunteer firefighter recruitment process.

We are accepting applications now for individuals, who must be 18 years of age, possess a valid Ontario Driver's License, live within proximity to our stations, and be fit to perform the duties of a Firefighter. Please refer to the Applicant Screening Process for complete details for our 2019 Recruit Firefighter Class.

What follows is an explanation of the stages of the recruitment process. **Please thoroughly read this information before proceeding in the process.** Applicants who do not meet the minimum requirements will not be considered. If you have any questions, please contact the Fire Chief at (519) 442-4500.

Once you have reviewed this package in its entirety, if you are interested in proceeding further with the recruitment process, please submit the following documentation at the time of your initial application:

- Complete application
- Copies of any relevant course certificates and/or qualifications
- References (a minimum of three references)

Your application should be submitted to the County of Brant Fire department at:

- 61 Dundas Street East, Paris ON N3L 3H1, between the hours of 8:30 a.m. – 4:30 p.m. or
- email [lori.tipler@brant.ca](mailto:lori.tipler@brant.ca)

Applicants who are considered beyond the application, written and physical testing stage will be contacted by phone interview dates.

Thank you again for taking the opportunity to explore a position with our Fire Department. We wish you every success in your endeavors.

Timelines as follows:

November 26, 2018	Advertisement in paper, station boards and application packages forwarded to offices
<b>January 15 and 23, 2019</b>	<b>Information Night – Paris Administration 7:30 p.m.</b>
February 22	Deadline for Applications
<b>March 2 (Sat)</b>	<b>Practical – Paris Administration/Firehall 8:00 a.m. to 1:00 p.m.</b>
March 5-8	Station Review Applications and pick candidates for interview
March 18-29	Interviews
April 3	Orientation (information/forms/bunker gear fitting)
April 18	Deadline for all employee form/payroll
May 1	Start date

❖ **blue is administration dates**

**VOLUNTEER FIRE FIGHTER APPLICATION**  
ONLY SUCCESSFUL CANDIDATES WILL BE CONTACTED

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Accurate, legible completion of this Application Form  
is the first step in the screening process.  
Incomplete or inaccurate applications will not be accepted.  
Please supply all information requested.

**All applicants for membership as a volunteer firefighter with the County of Brant must meet the following qualifications:**

1. Complete the application form provided, including all information requested.
2. Be at least 18 years of age and legally employable in the Province of Ontario.
3. Have completed high school, or have equivalent education and experience.
4. Have good oral and written communication skills.
5. Be of sound mind and body as required to perform the duties of a firefighter.
6. Be of good character, be strongly motivated, and exhibit a positive attitude.
7. Be willing and able to learn, to take direction, and to be a team player.
8. Be available to attend training, to attend emergencies, and to attend other activities as required.
9. Hold a valid driver's licence and be able to obtain (at a later date) a class "D" licence with "Z" endorsement.
10. Have a suitable vehicle available to transport yourself, at any time, to the fire hall or the place of an emergency as directed.
11. Obtain an acceptable criminal record clearance and have a good driving record.
12. Previous experience and training is not required but may be considered an asset.

*In order to be admitted as a Volunteer Firefighter with the County of Brant Fire Department, candidates must successfully complete the screening process, followed by a recruit training program (JTAG), held during evenings and weekend, and a 12 month probationary period.*

**A. PERSONAL INFORMATION:** Complete all areas in this section, **printing clearly.**

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Initial

\_\_\_\_\_  
Address

\_\_\_\_\_  
Apartment/Box Number

\_\_\_\_\_  
City/Town

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Business Number

\_\_\_\_\_  
Extension

\_\_\_\_\_  
Cell Number/provider

\_\_\_\_\_  
Email Address

Are you legally entitled to work in Canada?  Yes  No

Are you over the age of 18 years?  Yes  No

Do you have a valid driver's licence?  Yes  No

Have you ever been employed by the County of Brant?  Yes  No

Do you own or have a motor vehicle that is available to you at all times?  Yes  No

Classification: \_\_\_\_\_

Will you be able to participate in scheduled bi-weekly evening training sessions?  Yes  No

If no, explain: \_\_\_\_\_

Will you be able to attend the occasional training or education opportunity that may take you away from home for up to a week at a time?  Yes  No

If no, explain: \_\_\_\_\_

Are you "comfortable" with the sight of blood and injured persons?  Yes  No

If no, explain: \_\_\_\_\_

Will your employer allow you to leave work to attend emergencies?  Yes  No

If no, explain: \_\_\_\_\_

When not at work, are you usually around home, and will you be available to attend emergencies?

Always (90%)  Usually (75%)  Sometimes (50%)  Seldom (25%)

Explain: \_\_\_\_\_

Does your family support you becoming a volunteer firefighter?  Yes  No

If no, explain: \_\_\_\_\_

(Note: the individual Candidate interview encourages the attendance of your spouse, if applicable)

**B. EDUCATION:** Complete all appropriate areas in this section. **NOTE: Attach copies of educational achievements that are listed.**

Secondary School education grade achieved: \_\_\_\_\_

Type of certificate or diploma received: \_\_\_\_\_

Business, Trade or Technical School: Name of Course: \_\_\_\_\_

Length of Course: \_\_\_\_\_ Licence, certificate or diploma awarded?  Yes  No

Community College: Name of Program: \_\_\_\_\_

Length of Course: \_\_\_\_\_ License, certificate or diploma awarded:  Yes  No

University: Major Subject: \_\_\_\_\_ Minor: \_\_\_\_\_

Degree Awarded: \_\_\_\_\_ Year: \_\_\_\_\_ Distinction: \_\_\_\_\_

Other licenses, certificates, tickets, papers, degrees, etc. **NOTE: attach copies where appropriate.**

**C. EMPLOYMENT (Beginning with current or most recent experience)**

Employer:	Duration of Employment:
Employer's Mailing Address:	Supervisor:
Job Title:	Phone Number:
What is your current Work Schedule?	
Employer:	Duration of Employment:
Employer's Mailing Address:	Supervisor:
Job Title:	Phone Number:
Employer:	Duration of Employment:
Employer's Mailing Address:	Supervisor:
Job Title:	Phone Number:

**D. REFERENCES Complete all appropriate areas in this section.**

Provide the name, and telephone number of at least three persons who we may refer to.

1. \_\_\_\_\_  
*Name* *Contact Number*

Years Known \_\_\_\_\_ Nature of Relationship \_\_\_\_\_
2. \_\_\_\_\_  
*Name* *Contact Number*

Years Known \_\_\_\_\_ Nature of Relationship \_\_\_\_\_
3. \_\_\_\_\_  
*Name* *Contact Number*

Years Known \_\_\_\_\_ Nature of Relationship \_\_\_\_\_

**E. DECLARATION** (Read the following carefully and sign and date the page at the bottom.)

I hereby declare that the foregoing information is true and complete to the best of my knowledge. I understand that a false statement may disqualify me from membership in the fire department, or if I become a member, may be cause for my dismissal.

I also understand that all applicants will be required to participate in an applicant screening process; and if offered membership I will be required to successfully complete a recruit training course. I will then be required to successfully complete a one year probationary period, with specific requirements, before being accepted as a full member of the fire department. I understand and agree that if at any point during this process I fail to meet expectations, I may be denied further participation in the evaluation process and my application may be rejected, or if I have accepted a recruit or probationary position with the fire department, I may be dismissed.

At the time that I may be offered a position with the fire department, I will be required to sign an undertaking to follow the directions of the officers, of the Council, and the rules, regulations and policies of the fire department.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Personal information on this form is collected under the authority of the Municipal Act, RSO 1990, c.M.45, Section 207, Paragraph 45, and will be used to determine your qualifications for membership as a volunteer firefighter in the County of Brant Fire Department. Questions about this collection should be directed to the Fire Chief at 61 Dundas Street East, Paris, ON N3L 3H1, (519) 442-4500.**