



A. GENERAL INFORMATION

Please read the information in this guide before completing the application form. This will give you the opportunity to determine whether you have all the required qualifications, and to consider whether you are in suitable physical condition so that you can safely participate in the Physical Performance Assessment. The guide outlines the recruitment process used by Vancouver Fire and Rescue Services and should answer any questions you may have about a career as a firefighter.

B. FIREFIGHTING AS A CAREER

Firefighting is more than just another job. It is an employment opportunity for men and women that offers a demanding, exciting and rewarding career in a department that is striving to reflect the cultural diversity of our city.

Today's firefighter is a skilled professional able to meet every kind of emergency. Through training and experience, Vancouver firefighters gain knowledge of the latest developments in firefighting, rescue techniques, medical emergency procedures, public education and also such subjects as the control of hazardous materials, communication systems, fire prevention legislation and fire investigation techniques.

If you are interested in becoming a Vancouver firefighter, you should be:

Physically fit and well coordinated, highly motivated, willing to work co-operatively as part of a team and committed to continuous learning. As a customer focused organization, the ability to speak other languages and knowledge of different cultures is an asset.

C. REQUIREMENTS

Applications will be screened to ensure the following requirements and qualifications have been met before the applicant advances to the next step:

- Completion of the NFPA 1001, Level I and II or an authorized equivalent (see www.ifsac.org or www.TheProBoard.org for a list of accredited fire academies)
- Transcripts demonstrating high school or GED completion (not diploma)
- Transcripts demonstrating 30 post secondary credits or a transcript demonstrating 1 year minimum approved apprenticeship (excluding your NFPA 1001 level I and II or the first 56 hours of the required First Aid)
- Current driver's abstract (dated no more than 30 days prior to the VFRS application closing date)
- One of the following:
 - B.C. First Responder Level III; or
 - Valid WCB Level III Occupational First Aid Certificate; or
 - Canadian Red Cross First Responder Certificate (56 hrs); or
 - Authorized out of province equivalent of 56 hours minimum (must be kept valid while active in our recruiting process) www.vancouver.ca/fire/cpr
- Valid Class 3 Driver's Licence with air brake endorsement or equivalent for vehicles with more than 2 axles



- Driving record that demonstrates responsible and safe driving behaviour. A current record with more than 6 points may eliminate an applicant from further consideration
- Two years of accumulated work experience after the completion of high school
- No job-related conviction of a criminal or summary offense for which you have not received a pardon
- Legal entitlement to work in Canada
- Colour vision safe
- Normal hearing without artificial aids
- 20/30 corrected binocular vision and 20/100 uncorrected binocular vision or better

(Completion of a criminal record check is not required at the time of application)

D. BENEFICIAL AREAS

Additional skills will enhance your application but do not replace the qualifications or requirements. The following will be given consideration during panel interviews:

- Work experience related to the job duties of a firefighter such as building construction, truck driving, driving large or emergency vehicles, first aid, nursing, paramedical experience, fire service, teaching or instructional experience
- Knowledge of a different culture(s)
- Fluency in a language(s) other than English (could include sign language)
- Ability to swim and related life saving certificates
- Valid British Columbia Class 4 Driver's Licence
- Valid Spinal Endorsement
- Valid AED Endorsement
- Valid CPR Certificate
- Volunteer experience

E. SALARY, PENSION, WORKING CONDITIONS AND RESIDENCY RESTRICTIONS

Salary

- \$48,504 - \$68,244 Fire Fighter annually (2007)
- \$76,428 - \$100,044 Fire Fighter Officer annually (2007)
- Plus an attractive benefit package

Pension

Firefighters are covered by the Municipal Superannuation Act and contribute approximately 8% of their monthly salary. Contribution to the Canada Pension Plan is additional.

Hours of work

Work is on an eight day schedule with an average of 42 hours per week. The schedule has two day shifts of 10 hours and two night shifts of 14 hours followed by four days off.

Residency Restrictions

If you are selected to be a firefighter, residency restrictions will apply. Firefighters must



reside between the City of Vancouver in the west, the Municipality of Chilliwack in the east, the Canadian/U.S. border in the south and the Municipality of Squamish in the north.

F. SELECTION PROCESS

Step 1. Application

In order to be considered in the selection process, an application must be submitted. Please ensure that you meet all of the requirements and qualifications before you complete the application form, the checklist that forms the first page of the application form requires your signature and will assist you with this. Applications will be screened to ensure all the requirements have been met. Applicants who do not meet all of the requirements will not advance to the next step.

Step 2. Firefighter Aptitude and NFPA Tests

Applicants who meet all of the requirements will be scheduled for the Firefighter General Aptitude and NFPA 1001 Level I & II tests. (Note: the NFPA test is based from the IFSTA Essentials of Fire Fighting fourth edition.)

This test will be written in a large group setting and applicants with a score of 80% and higher on the aptitude test and a percentage determined by operational needs of the department for the NFPA test will proceed to the next step.

Step 3. Resume Review

All applicants who successfully complete the written test will have their resumes reviewed by a panel and a shortlist of the most qualified applicants will be created for the next step.

Step 4. Panel Interview

This is an in-depth structured assessment of specific selection criteria, as well as an opportunity to verify some of the information provided on the application form. Areas to be assessed include such topics as:

- Teamwork/interpersonal skills
- Honesty and integrity
- Motivation and preparedness
- Adherence to authority
- Mechanical knowledge and ability
- Stress tolerance and stamina
- Building construction knowledge
- General ability
- Presentation and oral communication skills

Reference checks are typically completed following a successful panel interview. Conducting of reference checks does not necessarily indicate advancement to the next step. An applicant's overall results at this step will determine if the applicant advances further.



Step 5. Health and Medical Evaluation, Criminal Record Check

a) Health and Medical Evaluation

Applicants selected for this step must pass a medical examination with the City's Occupational Health Physician. The cost to the applicant is \$410 (2007). The Occupational Health Physician is required to ensure that only those applicants who are medically suitable for all firefighting duties will be accepted.

The health and medical evaluation will include a Physician's medical/physical examination with comprehensive medical testing including: urinalysis, vision test - colour vision, tuberculosis test, audiometry, pulmonary function studies, and treadmill exercise stress test.

b) Criminal Record Check

Since firefighters are in a position of trust, completion of a criminal records check by your local Police Department will be required at your cost. You cannot have any criminal charges or convictions that are related to the duties of the position for which you have not received a pardon. You must be open, honest and willing to disclose.

Step 6. Physical Performance Assessment

Before you attempt the Physical Performance Assessment (PPA), we ask you to evaluate your own physical condition and ability to perform the test. If you are not healthy and physically able to withstand the stresses created by this very strenuous exercise, you may be risking your health, even chancing heart damage, by participating in the test. If you are not completely certain of your own physical fitness and good health, you must consult your physician. You should show your physician the following description of the PPA. You will be required to sign a waiver and release form at the time of your PPA.

The PPA simulates tasks that are similar to the duties of a firefighter. Participants wear N.F.P.A. approved firefighter turnout gear: coat, bunker pants, helmet, gloves, boots and a self-contained breathing apparatus without the face piece. Tasks are performed one after another on a continuous basis and are described below:

Figure 1: Pick up and carry an 18 kg (40 lb) duffle bag up four (4) flights of stairs to a height of 12.3 m (40 ft)...



Figure 2: Then using a 19 mm (7/8") rope, hoist a hose roll weighing 18 kg (40 lbs) up 12.3 m (40'), then walk down the stairs to the...





Figure 3: Forced entry simulation machine where a 3.6 kg (8 lb) sledge hammer is used to drive the 76 kg (167 lb) steel beam horizontally a distance of 1.5 m (5')...

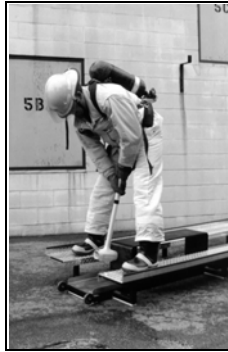


Figure 4: Then walk to the hose, advance and wrap the nozzle end of an uncharged 65 mm (2.5") hose line over the shoulder and drag the hose 30 m (100')...



Figure 5: Then drag an 80 kg (175 lb) dummy for 30 m (100 ft).



Applicants must complete all tasks in 5 minutes and 30 seconds or less to advance to the next step of the selection process.

Note: For safety reasons, it is important to recognize that this is a pass/fail assessment, completing the test in a shorter time will not enhance your application in any way.

After an appropriate rest period you will be required to demonstrate the following:

Ladder Raise: Raising and lowering the fly on a 10m (35') ground ladder in a controlled and safe manner

Connecting Couplings: Connect and disconnect a 125 mm (5") and (65 mm) 2 ½" hose couplings

Step 7. Interview with General Manager/Fire Chief or Designate

The General Manager/Fire Chief makes the final decision on the selection of firefighters.



G. PROBATIONARY PERIOD

New employees serve a twelve-month probationary period and undergo preliminary training before placement. Various performance standards are set and performance is assessed on a regular basis during the probationary period. Continual assessment by your Captain and crew occurs throughout the probationary period and formal evaluations are conducted at the six and twelve month periods. If the set standards are not met, a probationary employee may be terminated at any time, thus there is an expectation that you will contribute 100% of your effort to be successful in your role as a firefighter with the City of Vancouver.

PLEASE RETAIN THIS INFORMATION FOR REFERENCE DURING THE SELECTION PROCESS

If you have any questions that are not answered in this guide, please call:

Recruitment & Outreach
Vancouver Fire & Rescue Services
Phone: (604) 654-0645/0646
Website: vancouver.ca/firejobs
E-mail: fire.recruitment@vancouver.ca

THE CITY OF VANCOUVER IS AN EQUAL OPPORTUNITY EMPLOYER