



JOB DESCRIPTION

Firefighter

Department	Fire Department	Reports To	Fire Chief, Deputy Fire Chief, Fire Captain
Directly Supervises	N/A		
Indirectly Supervises	N/A		
Union	IAFF 2136		

POSITION SUMMARY:

Working under the direct supervision of a Suppression Captain, who oversees the assigned shift or company, the firefighter role involves a variety of critical duties, including firefighting, rescue operations, providing medical aid, handling hazardous materials, conducting fire prevention activities, delivering public education programs, maintaining fire and rescue equipment, and ensuring the upkeep of fire department facilities. Firefighters are also required to participate in ongoing training to maintain and enhance their skills. Maintaining positive public and interagency relationships is essential to serving the community's best interests and fostering a favourable image of both the Fire Department and the City of Dawson Creek.

This position operates within the chain of command, reporting to the Deputy Fire Chief through the Suppression Captain.

KEY DUTIES PERFORMED:

- As a member of a shift, responds to emergency calls, lays, connects hose, holds nozzles, directs water streams, raises and climbs ladders, uses fire extinguishers and other related equipment.
 - Uses and maintains protective clothing and equipment including self-contained breathing apparatus.
 - Provides rescue, extrication and medical assistance as required.
 - Ventilates buildings to release heat, smoke and toxic gases; provides salvage and overhaul at fire scenes.
 - Drives and operates firefighting vehicles.
 - Performs varied maintenance tasks on apparatus, equipment and facilities.
 - Receives telephone and alarm system alarms, dispatches equipment and takes action as required.
 - Performs fire prevention and inspection duties under the direction of an officer.
 - Performs clerical and related duties as required.
 - Responds to all non-emergency and emergency incidents and performs firefighting, rescue, medical aid and hazardous materials mitigation activities as part of a team.
 - Assists in the cleaning and general maintenance of apparatus, equipment, station and grounds.
- Participates in all related training activities.
- Participates in pre-fire planning, company inspections, fire prevention and public education activities.

NATURE AND SCOPE OF WORK:

This is a skilled position entailing firefighting, rescue and other related emergency services. It also includes monitoring of alarm systems and telephones and the dispatching of firefighting equipment. Firefighters participate in programs for the prevention of fires and in the saving of lives and property. The incumbent is responsible for rapid, efficient and safely performing various duties under emergency conditions, frequently involving considerable hazard. The work includes routine duties in the maintenance of firefighting vehicles, equipment and facilities. While specific orders and directions are received from an officer in the normal course of maintenance duties and firefighting, considerable independence of judgment and action is required in circumstances of extreme urgency where referral to a superior for instructions is not possible.

REQUIRED KNOWLEDGE, ABILITIES & SKILLS:

- Completion of Grade 12 or equivalent,
- NFPA 1001 Fire fighter II (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).

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS:

- Work experience related to the job duties of a fire fighter (Examples include: building construction, mechanical experience, driving large or emergency vehicles, wildland firefighting, first aid, nursing, paramedical experience, teaching or instructional experience),
- Completion of fire service-related courses (auto extrication, swift water rescue, high angle/rope rescue, confined space, hazardous material),
- SPP-WFF1 Wildland Fire fighter,
- SPP-115 Structure Protection,
- 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.

THE SCREENING PROCESS:

Written Exam

A timed general knowledge examination will be scheduled and arranged by the Dawson Creek Fire Department. Candidates will be given one (1) opportunity to write the exam. The exam will be marked and scored on a percentage basis. Candidates will be notified of their test results within two (2) hours of completion of the test.

Physical Fitness Testing

Fire fighter candidates are tested for physical fitness to ensure they possess necessary fire fighter physical capabilities. The Dawson Creek Fire Department administers this physical evaluation program. All of the tests are completed while wearing fire fighting personal protective equipment (PPE) that weighs approximately 22 kg (50 lb). This ensemble includes: helmet, gloves, coveralls, boots, 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:

- The candidate must climb a 75-foot aerial at 70 degrees to the tip and then back to the turntable. (A safety harness and line will be used),
- The candidate, while wearing a blacked-out facemask, must enter and navigate a search area on their hand and knees 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 a large tire 12” 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.

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 Dawson Creek.

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 Dawson Creek 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 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:

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

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.

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. Copies of all awards must be submitted with application.

NOTE: The duties listed are not set forth for the purpose of limiting the assignment of work and are not to be construed as a complete list of the duties normally to be performed under a job title or those duties temporarily performed outside the normal line of work.