

Town of Caledon

make a difference



Job Title: Firefighter

Vacancies: Up to five (5) Permanent Full-Time, Unionized positions

The Town of Caledon is a dynamic municipality that successfully balances urban, rural and agricultural communities. Our energetic staff are guided by our core values that create an environment for continuous improvement and customer service excellence.

With the growth of the Town of Caledon and our continued commitment to ensure public safety, we are expanding our Fire & Emergency Services team by adding up to 5 additional Permanent Full Time Firefighters!

In addition to offering exciting career opportunities, the Town also provides a competitive and comprehensive total rewards package. Come see how you can ***make a difference***.

Duties and Responsibilities

Understanding the expectations of the role, is imperative for success. Listed below are some of the key responsibilities:

- Responds to all assigned emergencies including, but not limited to:
 - Firefighting – operating firefighting equipment, hoses, pressurized pumps, and hand tools
 - Medical – provide front line patient care to sick or injured persons by administering first aid, CPR, Defibrillation as required
 - Rescue and Special Operations – vehicle rescue, hazardous materials response, rope rescue, elevator rescue, confined space response, trench response, machine rescue
- Operate fire vehicles and fire apparatus as assigned
- Carry, place, and climb ladders for use in emergency responses
- Perform ventilation by making openings in buildings, using axes, saws, exhaust fans or fog streams
- Participate in Fire Prevention and Public Education programs
- Perform station and apparatus maintenance and cleaning
- Participate in and successfully complete assigned on-going training to develop, maintain or enhance firefighting and rescue skills



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- Work in compliance with the Occupational Health and Safety Act and Regulations, Corporate Policies and Procedures, Fire Service Operational Guidelines and Standard Operating Procedures as well as established industry guidelines.

Skills and Qualifications

To be considered for this permanent full-time opportunity, candidates must have the following training, experience, and abilities:

- NFPA 1001 Levels 1 and 2,
- NFPA 1072 Hazmat Awareness & Operations
- IFSAC and or Pro Board certified
- **OR** Certified as a legacy Firefighter in the Province of Ontario in lieu NFPA 1001 Level 1 and 2, NFPA
- Valid, current and successful completion of the Ontario Fire Administration Inc. Candidate Testing Service – Stages 1 to 3 including the Swim Test
- Satisfactory passing of a vulnerable sector check
- Valid DZ driver's license in good standing with no more than 3 demerit points
- Completion of Grade 12 or equivalent
- Up-to-date certification in both Standard First Aid/CPR and BLS
- Superior interpersonal skills including the ability to work effectively in a team environment and follow direction
- Demonstrated analytical and problem-solving skills; ability to make critical decisions quickly
- Ability to maintain a high degree of confidentiality
- Comfortable working at heights and enclosed spaces

Proof of stage one, two and three of Ontario Fire Administration (OFAI) Candidate Testing Services (CTS) certificates **must be presented by the interview date.** Candidates must maintain valid certificates throughout the recruitment process until the time of signed offer and be prepared to submit all related certificates.

Application Process

1. Submitting your Application

Candidates are required to submit/upload:

- A driver's abstract, displaying no more than 3 demerit points
- A resume and cover letter

Candidates are also required to submit any **one** of the following:

- NFPA 1001- Firefighter level I & II certification from the International Fire Service Accreditation Congress (IFSAC) or National Board on Fire Service Professional Qualifications (Pro Board) or have written proof of legacy Firefighter approved by the Ontario Fire Marshal (OFM)

2. The Interview Process

Applicants advancing to the Interview Stage will be contacted. Candidates selected for an interview will be provided at least 2 days' notice of their interview date.



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The format of the first interview will be Multiple Mini Interviews (MMI). Candidates will route throughout the room walking to different stations answering five interview questions and three practical assessments with five minutes at each station. The MMI will be about one hour in length.

Successful candidates will be contacted to attend an interview. The interview will be a panel interview with representatives from Fire Management and People Services. The interviews will be about one hour in length.

3. Final Selection

Candidates advancing to the Interview Stage of this recruitment must provide:

- Three (3) Satisfactory Supervisory References
- A completed vulnerable sector check, completed at their own expense, that demonstrates a satisfactory police record
- Certificates for all stages of the OFAI CTS Program.
- Proof of qualifications & education

Additional Information

Please visit <http://www.ofai.ca/> for more information on testing requirements and scheduled testing dates. All questions regarding testing requirements should be directed to the OFAI.

Preference will be given to candidates who are currently an active firefighter or a volunteer firefighter. Candidates with previous full-time experience will start at their previous classification/rank, up to and including First Class.

All required documentation and testing is to be provided at the candidates' expense. The Town will not reimburse any candidate for testing, successful or otherwise, as part of this recruitment process.

The Town is an equal opportunity employer that is committed to an inclusive and barrier-free workplace. If your application requires accommodation, please contact People Services at (905) 584-2272 Ext. 4738.

Applications for this posting will be accepted until May 27, 2024, at 12:00pm.

The projected start date for the successful candidates will be August 6, 2024.

How to Apply

To learn more about employment with the Town of Caledon and to apply for this exciting and challenging opportunity, visit: www.caledon.ca/careers
If needed and upon request, this document can be made available in an alternative format.



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