

With a moderate climate, spectacular scenery and year-round recreational offerings at our doorstep, the **City of Campbell River** is the ideal location to live, work, and play.

---

## PAID-ON-CALL FIREFIGHTERS

The City of Campbell River is seeking a number of **Paid-on-Call Firefighters** to join our team.

Paid-on-call firefighters are integral members of the Campbell River Fire Department, working alongside full-time firefighters in the provision of fire and rescue services to the City of Campbell River.

Paid-on-call firefighters provide an efficient and effective service to the community in the preservation of life, property and the environment. They perform the basic functions of fire protection involving:

- The containment of structural and environmental fires
- The rescue of citizens involved in motor vehicle incidents
- The containment of fires and spills involving motor vehicles
- Support of Technical Rescue and Hazardous Materials Operations

The recruitment process and detailed instructions are outlined in the attached application package.

### **Recruitment Timeline:**

**Posting:** December 12, 2022 – January 20, 2023

**Information Session:** Takes place on Thursday, January 12, 2023, 1830 hours, in Room 2 at the Sportsplex located at 1800 South Alder Street. Please email [toni.falk@campbellriver.ca](mailto:toni.falk@campbellriver.ca) to register.

**Fitness Assessment:** Saturday January 28, 2023

**Interviews:** January 30 – February 3, 2023

**Orientation:** Monday, February 13, 2023

**Training Begins:** Wednesday, February 15, 2023

**This posting closes at 4:00 p.m. on Friday, January 20, 2023.**

---

Please send your completed application package to:



Fire Department  
**City of Campbell River**  
675 13<sup>th</sup> Avenue  
Campbell River, BC V9W 6C1  
**Email:** [toni.falk@campbellriver.ca](mailto:toni.falk@campbellriver.ca)

---

We thank all applicants, however, only those selected to move on in the recruitment process will be contacted.

## Section A – Paid-on-Call Firefighter Recruitment Process

1. The first step in the Recruitment Process is to attend the **Paid-on-call Firefighter Recruitment Information Session** (as advertised in the posting). While attendance is not mandatory it is encouraged.
2. Review the application package with consideration towards your ability to meet the requirements as set out in Sections ‘B’ through ‘E’. Only applicants who are confident of their ability to meet all minimum job requirements should proceed with the process.
3. Complete Section ‘F’, the written application. Attach all required and optional documents and submit the completed package via email to [toni.falk@campbellriver.ca](mailto:toni.falk@campbellriver.ca) by the advertised deadline.  
**Note: If required documents are missing, we will not be able to proceed with your application.**
4. The Fire Department will review each application and offer select applicants an invitation to the fitness assessment, which takes approximately 1 hour to complete. There will also be some forms provided prior to the assessment which must be completed and returned on the assessment date. Results of the fitness assessment will be given to the applicants upon completion. Successful applicants will be invited to the next step; job related physical performance assessment.
5. The job-related physical performance assessments will be administered at the #1 Fire Station on the same day as the fitness assessment and be assessed by fire department personnel. This assessment will take approximately 2 hours to complete.

Note for step 4 & 5 above: All times on timed events are compared to norms for firefighters and will be rated on a pass/fail basis. Those who fail any event will be eliminated from the competition.

6. All applicants who pass the fitness assessment and job-related physical performance assessment will be contacted to participate in an interview. These applicants will also be asked to complete a police information check with the RCMP. You will be reimbursed for fees associated with the police information check if applicable.
7. After interviews are completed, the selection panel will conduct reference checks and review the police information check results. Successful applicants will be shortlisted and are required to complete a medical, vision, and hearing assessment with their respective professionals in accordance with NFPA 1582 – Standard on Medical Requirement for Firefighters (Current Edition). Forms will be provided to the shortlisted applicants. Any costs associated with the three assessments will be reimbursed by the fire department.
8. There is zero-tolerance for persons who are deceitful, untruthful or who intentionally choose to withhold information from recruitment personnel.

For further information, please visit our website at [www.campbellriver.ca/fire-poc](http://www.campbellriver.ca/fire-poc).

## Section B – Job Description

**You will be expected to be able to perform the following duties:**

- Combating, extinguishing and prevention of fires and the saving of life and property;
- Respond to fire alarms, lay and connect hose, direct water streams, raise and climb ladders, use portable extinguishers, and other firefighting, rescue and safety tools and equipment;
- Search for and rescue persons from danger and administer first-aid to the injured;
- Ventilate premises to release heat and smoke, place salvage covers to prevent water damage;
- As assigned, drive and operate motor driven firefighting equipment;
- Perform the routine housekeeping and routine maintenance of fire department equipment and fire stations;
- Participate in training, drill and practice sessions;
- Participate in rescue and safety, or public service call activities; take responsibility for effective disposition of such emergencies;
- Participate in community events and fundraising activities.



## Section C – Basic Qualifications

### **You can demonstrate that you:**

- Are 18 years of age or over;
- Are legally entitled to work in Canada;
- Live within the Campbell River city boundary;
- Are able to complete a Criminal Record Check and Vulnerable Sector Check, with no criminal record that would prevent you from being a firefighter;
- You meet the NFPA standards for medical, vision and hearing (See Section D, to be assessed during the recruitment process);
- Hold a valid BC Class 5 Driver's License (or Class 7 if driving less than four years) with less than 7 points in past 3 years;
- Hold a current first-aid certificate of at least seven (7) hours of instruction;
- Are comfortable being in confined spaces;
- Are comfortable working at heights;
- Work well under pressure;
- Are a strong team player;
- Are able to physically perform the duties;
- Are willing to work in dangerous and unpleasant situations;
- Conduct yourself with professionalism;
- Are able to take calculated risks to help others in need;
- Have good communication skills;
- Are able to continue working despite physical discomfort.

## Section D – NFPA 1582, 2022 – Standard on Comprehensive Occupational Medical Program for Fire Departments

The medical requirements outlined in this standard ensures candidates are medically capable of performing their required duties and will reduce the risk of occupational injuries and illnesses.

### **Candidates must be medically fit to perform the following Essential Job Tasks:**

1. Wearing personal protective equipment (PPE) and self-contained breathing apparatus (SCBA) while performing firefighting tasks (e.g., hose line operations, extensive crawling, lifting and carrying heavy objects, ventilating roofs or walls using power or hand tools, forcible entry), rescue operations, and other emergency response actions under stressful conditions, including working in extremely hot or cold environments for prolonged time periods.
2. Wearing an SCBA, which includes a demand-valve-type positive-pressure facepiece or HEPA filter mask, which requires the ability to tolerate increased respiratory workloads.
3. Exposure to toxic fumes, irritants, particulates, biological (i.e., infectious) and nonbiological hazards, or heated gases, despite the use of PPE and SCBA.
4. Climbing at least six flights of stairs or walking a similarly strenuous distance and incline in jurisdictions without tall buildings while wearing PPE and SCBA, commonly weighing 40–50 lb (18–23 kg) and carrying equipment/tools weighing an additional 20–40 lb (9–18 kg).
5. Wearing PPE and SCBA that is encapsulating and insulated, which will result in significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102.2°F (39°C).
6. Working alone while wearing PPE and SCBA, searching, finding, and rescue-dragging or carrying victims ranging from newborns to adults weighing over 165 lb (75 kg) to safety despite hazardous conditions and low visibility.
7. While wearing PPE and SCBA, advancing water-filled hose lines up to 1 3/4 in. (45 mm) in diameter from fire apparatus to occupancy [approximately 150 ft (50 m)], which can involve negotiating multiple flights of stairs, ladders, and other obstacles.
8. While wearing PPE and SCBA, climbing ladders, operating from heights, walking or crawling in the dark along narrow and uneven surfaces that might be wet or icy, and operating in proximity to electrical power lines or other hazards.
9. Unpredictable, prolonged periods of extreme physical exertion as required by emergency operations without benefit of a warm-up period, scheduled rest periods, meals, access to medication(s), or hydration.
10. Operating fire apparatus or other vehicles in an emergency mode with emergency lights and sirens.
11. Critical, time-sensitive, complex problem solving during physical exertion in stressful, hazardous environments, including hot, dark, tightly enclosed spaces, that is further aggravated by fatigue, flashing lights, sirens, and other distractions.

For further information, please visit our website at [www.campbellriver.ca/fire-poc](http://www.campbellriver.ca/fire-poc).

12. Ability to communicate (i.e., give and comprehend verbal orders) while wearing PPE and SCBA under conditions of high background noise, poor visibility, and drenching from hose lines or fixed protection systems (e.g., sprinklers).
13. Functioning as an integral component of a team, where sudden incapacitation of a member can result in mission failure or in risk of injury or death to members of the public or other team members.
14. Working in shifts, including during nighttime, that can extend beyond 12 hours.

**Candidates with the following vision and hearing conditions will not be certified as meeting the medical requirements of this standard**

**Vision:**

1. Far visual acuity worse than 20/40 binocular, corrected with contact lenses or spectacles, or far visual acuity worse than 20/100 binocular for wearers of hard contacts or spectacles, or new soft contact lens wearers, uncorrected.
2. Color perception — monochromatic vision resulting in inability to use imaging devices, such as thermal imaging cameras.
3. Far visual acuity worse than 20/100 in the worse eye, corrected or uncorrected.
4. Monocular vision, stereopsis without fusional capacity, night blindness, or loss of peripheral vision (i.e., horizontal field of vision less than 110 degrees in each eye).
5. Peripheral vision in the horizontal meridian of less than 110 degrees in the better eye or any condition that significantly affects peripheral vision in both eyes.
6. Near visual acuity less than 20/40 binocular, uncorrected or corrected.
7. Any eye condition that results in the candidate not being able to perform one or more of the Essential Job Tasks listed above.

**Hearing**

1. Chronic vertigo or impaired balance as demonstrated by the inability to tandem gait walk.
2. On audiometric testing, without the aid of a hearing assistance device, average hearing loss in the unaided better ear worse than 40 decibels (dB) at 500 Hz, 1000 Hz, 2000 Hz, and 3000 Hz when the audiometric device is calibrated to ANSI/ASA S3.6, Specification for Audiometers.
3. Any ear condition or hearing impairment that results in the candidate not being able to perform one or more of the Essential Job Tasks listed above.



## Section E – Fitness Assessment & Job Related Performance Assessment for Firefighter Applicants

The City of Campbell River requires applicants for firefighting positions to undergo a fitness assessment and a job related performance assessment as outlined below. (Subject to change)

Fitness Assessment	Job Related Performance Assessment
Height Weight BMI Grip Test Beep Test Push Ups Sit & Reach Flexion Partial Curls	1. <b>Claustrophobia</b> (search confined area) 2. <b>Acrophobia</b> (ladder climb 101' @ 72deg) 3. <b>Hydrant lay</b> (50' 4" hose & wrap hydrant) 4. <b>Hose carry/stair climb</b> (85 lb up & down 4 times) 5. <b>Ladder raise &amp; lower</b> (24' ladder as a group) 6. <b>Rope pull</b> (50 lb up & down) 7. <b>Hose advance</b> (1 ¾" charged line 150') 8. <b>Victim drag</b> (175 lb over 50') 9. <b>Forced entry</b> (sledge hammer on a tire) 10. <b>Horizontal Ladder Rung Walk</b> (14' roof ladder to end and back) 11. <b>Tool Hoisting</b> (Raise and hold tools)

**BOOKING INFORMATION:** The date and time of the fitness assessments will be stated in the posting. All costs associated with the Fitness and Job Related Performance Assessments will be covered by the Fire Department. To participate in the assessments, the PAR-Q+ and Consent for Exercise Testing and Release/Waiver documents are to be completed by participants and submitted on the day of testing. The Fitness Assessment will take approximately 1 hour, and the job related performance assessment will take approximately 2 hours.

**GENERAL INFORMATION:** *Please adhere to the following conditions for the assessments:* Please bring a water bottle, towel, exercise clothing, and running shoes (an extra top is a good idea). It is advisable to eat a light meal up to two hours prior to the testing, but do not smoke or drink beverages containing caffeine on the day of the test. In addition, you should not exercise heavily or consume alcohol for **24** hours prior to the testing.

Failure to adhere to the above conditions may affect your results negatively.

**VERY IMPORTANT:** On the day of the testing you are required to provide the following documentation: Government issued photo ID, completed Consent for Exercise Testing Form, and Completed PAR-Q+ form.



## Section F – Firefighter Application Form

### Part 1 – Personal Information

Last name \_\_\_\_\_ First Name \_\_\_\_\_

Address \_\_\_\_\_

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

Phone Numbers

Cell \_\_\_\_\_ Home \_\_\_\_\_ Other \_\_\_\_\_

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

### Part 2 – General

Do you participate in a regular exercise program / sport teams? If yes, please describe type of activity, frequency, number of years, etc.

---

---

---

Do you have any physical limitations that may affect your ability to perform the duties of a firefighter?

---

Are there any reasons that you would be unable to attend calls in the evenings and on weekends?

---

Are there any reasons that you would be unable to attend weekly Wednesday evening training?

---

Are you able to leave your place of employment during working hours to attend calls?

☐ Yes ☐ No If yes, please fill out the next two lines.

Employer's Name \_\_\_\_\_

Employer's Signature \_\_\_\_\_

For further information, please visit our website at [www.campbellriver.ca/fire-poc](http://www.campbellriver.ca/fire-poc).





### Part 3 – Reference Waiver

#### APPLICANT INFORMATION RELEASE

I hereby authorize any person, educational institution, or company I have listed as a reference on my application to disclose in good faith any information they may have regarding my qualifications and fitness for employment. I will hold the City of Campbell River and any former employers, educational institutions, and any other persons giving references free of liability for the exchange of this information and any other reasonable and necessary information incident to the employment process.

I hereby certify that all statements made in respect of my application for employment with the City of Campbell River are true. I agree and understand that any mis-statements of material facts in my application will result in immediate dismissal from employment and forfeiture on my part of all rights to employment with the City of Campbell River.

Name (please print) \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Witness (please print) \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_



## Part 4 - References

### Supervisory References

Name \_\_\_\_\_

Phone number \_\_\_\_\_

Alternate phone number \_\_\_\_\_

Relationship to reference \_\_\_\_\_

Company name \_\_\_\_\_

Name \_\_\_\_\_

Phone number \_\_\_\_\_

Alternate phone number \_\_\_\_\_

Relationship to reference \_\_\_\_\_

Company name \_\_\_\_\_

Name \_\_\_\_\_

Phone number \_\_\_\_\_

Alternate phone number \_\_\_\_\_

Relationship to reference \_\_\_\_\_

Company name \_\_\_\_\_



## REQUIRED DOCUMENTS FOR ALL APPLICATIONS

Please check the boxes below confirming you have included the following documents:

- ☐ Resume that clearly shows:
  - ☐ Employment history
  - ☐ Firefighting education / certifications
  - ☐ Medical education / certifications
  - ☐ Other education / certifications
  - ☐ Community Service / Volunteer experience
- ☐ Proof of ability to work in Canada (Passport, Birth Certificate, PR Card, SIN Card, Work Visa, etc.)
- ☐ Current driver's abstract (within the last 30 days)
- ☐ Current First Aid Certificate (at least 7 hours of instruction)

## OPTIONAL DOCUMENTATION TO SUPPORT APPLICATION

- ☐ High school diploma or equivalent
- ☐ Proof of completion/copy of certificate of fire related courses/programs (or letters of equivalency)
- ☐ Post-secondary education, training, apprenticeship (copy of certificate, diploma, degree)
- ☐ Recent firefighting experience (letter(s) from Fire Chief on letterhead)

I declare the information contained in this application is true and complete, and that no false information has been provided.

I understand that false information may lead to disqualification from the Firefighter eligibility list recruitment competition and/or employment termination.

Signature \_\_\_\_\_

Date \_\_\_\_\_



## Section G – Frequently Asked Questions

*Q: Do you accept out of province applicants?*

A: No, all applicants must reside within the response boundaries of Campbell River Fire Department.

*Q: I am currently a paid-on-call firefighter with another city. Do you have an experienced firefighter transfer program?*

A: We do not have a formal program. Each application is assessed on a case-by-case basis.

*Q: Is there a paid-on-call firefighter schedule?*

A: Paid-on-call firefighters are on call 24/7, when available. Paid-on-call firefighter practice nights are Wednesday evenings from 18:15 – 21:15 hrs and may extend beyond 21:15 based on the training session. Additional training may be conducted on weekends.

*Q: How many demerit points are acceptable on my driving record?*

A: Fewer than 6 points in the previous 3 years are acceptable. A current driver's abstract is required with your application.

*Q: I recently moved from out of province and need to transfer my driver's license. Will you accept my out of province license until I have this done?*

A: Yes. If you are accepted into the Paid-on-call Recruit Program, you will have six weeks to meet this requirement.

*Q: Why is it necessary to disclose personal, private information for events that happened long ago?*

A: We are responsible for hiring individuals who demonstrate respectful, ethical behaviour, who are accountable for their actions and who pose minimal risk to the public and our organization. When we assess applicants for job fit, we need to identify potential risks and to establish the likelihood of success and longevity in this position. In order to assess your suitability, we require your complete personal history to form an accurate representation of your experiences and abilities. Past performance is a strong indicator of future performance.

*Q: What happens after you've received my application?*

A: Your application package will be assessed for compliance and completeness. A review of your file will be conducted to determine its viability. You will be advised if you are advancing to the next stage.

*Q: What do I need to bring with me to my interview?*

A: When your interview has been booked, we will send you an email outlining the items you are expected to bring with you.