



# TEMPORARY FIREFIGHTER HIRING PACKAGE

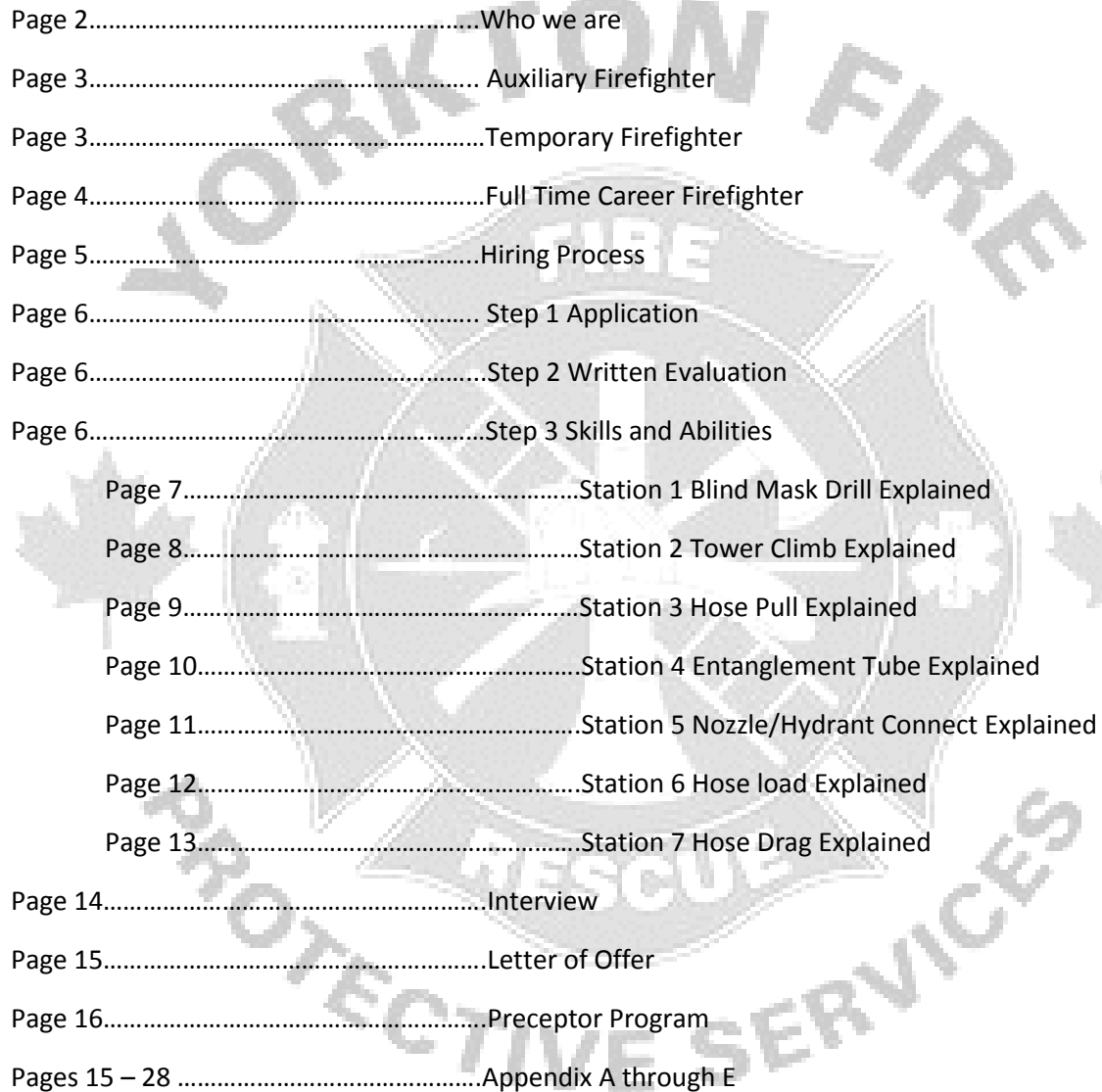
“Yorkton Fire Protective Services strives to hire the best candidates through competency and physical testing.”

Trevor Morrissey  
Fire Chief

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY)\_\_\_TBD\_\_\_\_\_

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# Who we are

Yorkton Fire Protective Services (YFPS) is a multi disciplined Emergency Response Agency who serves both urban and rural response areas. YFPS is operated out of a single station, centrally located at 9 Smith street east. We provide 24/7 coverage to the City of Yorkton and connecting RM's of Wallace and Orkney using 4 platoons of four firefighters and one duty chief. This staffing model is supplemented with temporary and auxiliary firefighters to maintain staffing levels and provide operational support.

YFPS is committed to providing a safe, enjoyable workplace and truly acknowledges that it's our staff that make us a premier emergency services employer.

The information contained in this package will outline the hiring procedure you will need to complete in order to be considered for employment with YFPS. This package addresses the position you are applying for.

**\*\*\*You are required to bring this package with you when attending the hiring competition. \*\*\***

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## Auxiliary Firefighter

YFPS auxiliary firefighters (AFF) are utilized in emergency situations where increased operational support is required. AFF are valuable members of our community who dedicate time to support fire department operations in the evenings and weekends. Our AFF are classified as paid-on-call, AFF are remunerated for time spent as a dedicated response member from home. AFF perform exterior fire suppression support, rescue support, and provide equipment to aid mitigation efforts. We look for diversity in our AFF program, a broad range of knowledge for our department to rely on.

## Temporary Firefighter

YFPS employs firefighters on a temporary basis covering approved time off with qualified individuals to maintain response levels.

Basic qualifications to be employed as a Temporary firefighter include certification as a level II firefighter from an approved agency, standard first aid certification, class 3 drivers licence with air endorsement. Temporary firefighters do not maintain a regular work schedule as they work on a call-in basis. Our temporary firefighter staff are members of IAFF local 1527 and are subject to the current collective agreement.

YFPS temporary firefighters enjoy the ability to have a flexible schedule where they are not obligated to work if, for whatever reason it is not possible. Temporary firefighters are given as much notice as possible to work, this may mean 3+ months in advance for such things as vacation coverage, and at times < 5 hours for various other reasons. On average our temporary firefighters will work 1000+ hours annually, where they gain skills and knowledge to better position themselves for the opportunity to compete in our full time career hiring competitions. YFPS typically hires for full time firefighting positions from our temporary firefighter positions.

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## Full Time Career Firefighter

YFPS provides an immediate 5 member fire/rescue response to the City of Yorkton, RM of Wallace, and RM of Orkney 24/7 365. This initial response is composed of 1 captain, 3 firefighters (in station), and 1 duty chief. YFPS firefighters are responsible for equipment management, station ops, fire inspections, public education, fire suppression, rescue, hazmat, and on shift training. Our full time firefighters work regular scheduled shifts to attain 24 hour coverage.

Shift schedule-

- Day 1 – 0800h-1800h
- Day 2 – 0800h-1800h
- Day 3 – 1800h-0800h Night shift
- Day 4 – 1800h-0800h Night shift
- Day 5 – 10 off shift
- Day 11 - 0800h-1800h
- Day 12 – 0800h-1800h
- Day 13 – 1800h-0800h Night shift
- Day 14 – 1800h-0800h Night shift
- Day 15 – 16 off shift

This schedule repeats for an annual total of 2184 hours.

Our career firefighters are members of International Association of Firefighters local 1527.

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY)\_\_\_\_TBD\_\_\_\_\_

## Hiring Process

YFPS strives to hire the most qualified candidates, based on:

**Skill-** Having attended and attained an accredited certificate in firefighting, there is an implication that candidates are able to perform safe firefighting techniques.

**Ability-** Having attended and attained an accredited certificate in firefighting, there is an implication and assumption that candidates are not being asked to do anything they have not already been exposed to. YFPS uses only fire/rescue related equipment and training aids in this competition.

**Knowledge-** Having attended and attained an accredited certificate in firefighting, there is an implication and assumption that candidates are proficient in the use of firefighting equipment and are knowledgeable of the job functions being replicated in this competition.

**Character-** The ability to interact with the public, and co-workers is a critical part of being a firefighter. YFPS is continuously evaluating each individual's ability to effectively communicate, and work in a team environment.

**Professionalism-** Every member of YFPS is an ambassador of our station and our profession. YFPS looks for those individuals who will represent our department with high moral standards.

**Experience-** YFPS looks for a diverse work group. We look for individuals who bring more than fire knowledge to our ranks. Experience in other disciplines is always desirable in the fire service due to the fact we deal with a great many disciplines when mitigating an emergency. (Heavy trucks, Electrical, HVAC, agricultural machinery ect...)

Candidate Name: \_\_\_\_\_

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## **1. Application**

YFPS does not accept applications unless a hiring competition is open. We encourage individuals to monitor the City of Yorkton Jobs portal for open hiring competitions. All applicants are considered, but only those who meet the minimum qualifications will be considered to compete in the next step in the hiring process.

<https://www.yorkton.ca/en/your-city/careers.aspx>

## **2. Written evaluation**

Candidates are given a written evaluation based on firefighting level I and level II. A minimum score of 75% must be obtained to advance to the next stage of the hiring competition. The written evaluation consists of 200 questions, with a 2 hour time limit to complete. Candidates are automatically eliminated from the competition if there is evidence of soliciting help from other candidates or referencing any type of literature (written or electronic). When written exams are complete, candidates must leave and will be notified by telephone within the hour if they are moving to the next stage of the competition. At this time successful candidates will be given a time to report for the next stage.

## **3. Skills and abilities evaluation**

YFPS skills and abilities evaluation is designed to evaluate candidates for multiple firefighter related competencies. Those competencies include:

- a. Physical ability (strength)
- b. Color blindness
- c. Claustrophobia
- d. Acrophobia
- e. Comprehension
- f. Determination
- g. Basic firefighting knowledge

YFPS skills and abilities evaluation is done in individual stations, a cumulative time of 30 minutes is given to complete the entire evaluation process. Breaks are given throughout the evaluation process and are included in your final time, these are the only breaks allowed in the process. Between stations the candidate must walk with the evaluator to the next station, if the candidate appears to be slowing up it will be considered taking extra break time and automatically fail. Each station is described below with critical pass/fail benchmarks. **You will be provided turnout gear for the evaluations. If you bring your own turnout gear, it cannot be modified in any way.**

**YFPS uses MSA SCBA's slide to connect. If you are unfamiliar with these SCBA's please let us know when you are called to attend the skills and abilities evaluations so we may demonstrate the safety features of these SCBA's prior to the start of your evaluations. Once started you cannot stop for instruction.**

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_

### Station 1 – Blind mask drill.

This drill is an evaluation of comprehension, physical ability, claustrophobia, and basic firefighting search knowledge.

This station is performed wearing full structural firefighting gear, including SCBA. The candidate will be on-air for the duration of the drill.

The candidate is given instruction to perform a search for a victim in a simulated smoke filled environment using a blacked out face piece. The candidate must enter a given room, perform a designated right or left-hand search, attempt to locate and remove the victim (mannequin).

A maximum 10 min will be spent on this station, at such time as long as no critical fail benchmarks are met, the candidate will move to the next station.

#### Critical fail benchmarks

1. Indication of claustrophobia
2. Fail to react appropriately to low air alarm (safety)
3. Give up
4. Physically unable to continue (Safety)
5. Removal of mask
6. Run out of air

Instruction/Evaluation sheet for station 1 – Appendix A (Pg. 16)

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_



## Station 2 – Tower Climb

\*\*\*45 Second rest and hydration

This drill is to assess fear of heights (acrophobia), and physical ability. The candidate will perform this station wearing full structural turnout gear including SCBA. The candidate will not be on-air for this evaluation.

Carrying an 1 ¾” high rise pack in a fashion suitable to the candidate, the candidate will ascend 4 stories via 6 flights of stairs to the top of the training tower while maintaining 3 points of contact and back down to the bottom of the training tower. The candidate will perform this 4 times (ascend to top and back down to ground level = 1)

### Critical fail benchmarks

1. Skipping stairs
2. Failure to complete
3. Give up
4. Physically unable to continue (Safety)
5. Evidence of heat exhaustion
  - a. Opening coat
  - b. Removing clothing
  - c. Vomiting

Instruction/Evaluation sheet for station 2 – Appendix B (Pg. 18)

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_

### Station 3 – Hose Pull

\*\*\*45 Second rest and hydration

This drill will assess upper body strength, acrophobia, and comprehension. The candidate will perform this station wearing full structural turnout gear including SCBA. The candidate will not be on-air for this evaluation.

Upon completion of the tower climb, the candidate will leave the high rise pack at ground level and continue to the second level balcony where the hose pull will begin. At the balcony on the direction of the evaluator, the candidate will pull the roll of supply line to the foot level of the balcony using a hand over hand technique, the evaluator will indicate when the hose has been hoisted to the appropriate level. Next the candidate will lower the hose to the ground using a hand over hand technique. At no time may any friction devices such as handrails be used as an aid. Sliding any type of rope over a surface without edge protection is against department policy and will damage rope. The candidate will complete the hoisting and lowering 5 times. (Hoist up and lower to the ground = 1).

#### Critical fail benchmarks

1. Losing grip on rope (Sliding rope through hands)
2. Dropping hose > 6"
3. Give up prior to 5 repetitions
4. Physically unable to continue (Safety)
5. Evidence of heat exhaustion
6. Using friction aids in lift
7. Using friction aids in lowering

Instruction/Evaluation sheet for station 3 – Appendix C (Pg. 20)

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_

## Station 4 – Entanglement tube

\*\*\*45 Second rest and hydration

This drill will assess claustrophobia, comprehension, and physical stamina. The candidate will perform this station wearing full structural turnout gear (helmet removed) including SCBA. The candidate will not be on-air for this evaluation.

Upon completion of the hose pull the candidate will be led to the entanglement tube. After a 45 second rest and hydration the candidate will enter the tube to attempt to pass through. The candidate must continually be attempting to progress their position. If after 5 min of attempting to progress, the candidate is unable to pass through the tube, the candidate will be allowed to remove their SCBA and pass the SCBA through in front of them. At no time may the candidate remove any PPE with exception of the SCBA when instructed to do so.

This is not a timed drill, but is a must complete.

### Critical fail benchmarks

1. Indication of claustrophobia
2. Give up
3. Physically unable to continue (Safety)
4. Evidence of heat exhaustion

Instruction/Evaluation sheet for station 4 – Appendix D (Pg. 22)

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY)\_\_\_\_TBD\_\_\_\_\_

## Station 5 – Nozzle/Hydrant connect

\*\*\*45 Second rest and hydration

This drill will assess color blindness, comprehension, physical stamina, and basic firefighter knowledge. The candidate will perform this station wearing full structural turnout gear. The candidate will not be on-air for this evaluation.

Upon completion of the entanglement tube the candidate will be led to the nozzle connect hydrant. After a 45 second rest and hydration the candidate will be required to connect 2 gated wye valves to the supply hydrant, roll out four 50' lengths of 1 ½" attack line, attach the attack line to the corresponding valve, remove from a container and attach the corresponding nozzle to each attack line. This drill is complete when the candidate touches the hydrant to indicate water on.

### Critical fail benchmarks

1. Miss matched color connections
2. Give up
3. Physically unable to continue (Safety)
4. Evidence of heat exhaustion

Instruction/Evaluation sheet for station 5 – Appendix E (Pg. 24)

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_

## Station 6 – Hose Load

\*\*\*45 Second rest and hydration

This drill will assess, comprehension, physical stamina, basic firefighter knowledge, and safe lifting techniques. The candidate will perform this station wearing full structural turnout gear. The candidate will not be on-air for this evaluation.

Upon completion of the nozzle connect the candidate will be led to the Hose load. After a 45 second rest and hydration the candidate will be required to load one at a time, four 50' rolls of 2 ½" supply line on the rear bed of a fire truck. The candidate must maintain control of each roll of hose while loading and unloading, step on the rear tailboard to load and maintain 3 point contact while mounting and dismounting. Following the loading of the supply line, the candidate will be required to unload each line one at a time in the reverse order placing each roll back where they started.

Critical fail benchmarks

1. Jumping from apparatus
2. Give up
3. Physically unable to continue (Safety)
4. Evidence of heat exhaustion

Instruction/Evaluation sheet for station 6 – Appendix F (Pg.26)

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_

## Station 7 – Hose Drag

\*\*\*45 Second rest and hydration

This drill will assess, comprehension, physical stamina, determination, and safe lifting techniques. The candidate will perform this station wearing full structural turnout gear. The candidate will not be on-air for this evaluation.

Upon completion of the hose load the candidate will be led to the hose drag. After a 45 second rest and hydration the candidate will be required to pick up the first length of hose at approximately the 6' mark and set it on their shoulder, the candidate will cross over to the opposite side and advance to the next hose line where they will pick up in the same fashion (opposite side) and repeat this until each hose line is draped across their body (total length 300' of 2 ½" hose line). Candidates will be required to drag the hose approximately 150 Meters.

### Critical fail benchmarks

1. Give up
2. Physically unable to continue (Safety)
3. Evidence of heat exhaustion
4. Non-completion
5. Extended stopping

Instruction/Evaluation sheet for station 7 – Appendix G (Pg. 28)

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_

#### **4. Interview**

Candidates who have met the threshold of advancing from the skills and abilities evaluation will then advance to the interview process. The interview process is a series of fire related questions to assess an individual's thought process when dealing with specific circumstances. YFPS is looking for individuals who best meet our most qualified candidate criteria listed in the hiring process section above.

#### **5. Letter of offer**

Depending on the number of open positions, the most qualified candidates who have successfully met all hiring criteria based on the entire process will be given a letter of offer. The letter of offer will indicate a start date and new hire expectations. Candidates will receive a telephone call indicating their status after the interview.

#### **6. Preceptor Program**

As a temporary firefighter you will work on shift following the schedule laid out above (pg. 4), for maximum of 16 weeks. During the preceptor period you are required to complete in house training, using YFPS online tools, and practical evaluation. Your performance is evaluated against your hiring process results to ensure you are able to continuously meet expectations and work in a safe efficient manner. Once you are deemed competent in the use of YFPS tools and equipment, you will be made operational and be utilized to cover approved time off on shift when ever necessary. It is at this point you are eligible to apply for a full time vacancy, if one should become available.

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_



# Appendix A

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_



## Station # 1 – Blind Mask Drill

### Candidate Instructions

You are to don your turnout gear, fastening all safety devices to enter an IDLH environment. Donning your turnout gear will not be timed, but the manner it is completed will be considered in your overall score when considering safety.

Once you have indicated your turnout gear is fully donned and you are ready to go on air, you will be directed to the entry point of the room and given instruction as to right or left-hand search. You will be expected to attempt a victim search and removal. You will be a single searcher for the purpose of this drill, if you are requiring contact with incident command, you can speak as if you were talking into a radio and your evaluator will respond as incident command.

Once completed you will have 45 seconds to begin the next station.

Do you have any questions?  Yes  No

If Yes -Question- \_\_\_\_\_

Direction given- \_\_\_\_\_

Time start - \_\_\_\_\_

End Time- \_\_\_\_\_

Pass – Fail (Circle one)

Evaluator Name \_\_\_\_\_

	Knowledge	Comprehension	Skill	Ability	Safety	Total
<b>Score</b>	5	5	5	5	25	25

Evaluator Comments

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_



# Appendix B

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_

## Station # 2 – Tower Climb

### Candidate Instructions

For this station you may remove your face piece. You will climb to the top level of the training tower carrying this high rise pack. You can carry the pack in any fashion you like as long as you keep control and do not drag couplings. There will be an evaluator at the top. Both feet must touch the top deck before proceeding down. If they do not you will be instructed to come back and complete. You will then proceed to the bottom, when both feet touch the floor that is considered one revolution. You will complete four revolutions. You are not permitted to skip stairs or run, and must maintain three point contact.

Once completed you will have 45 seconds to begin the next station.

Do you have any questions?  Yes  No

If Yes -Question- \_\_\_\_\_

Direction given- \_\_\_\_\_

Time start - \_\_\_\_\_ End Time- \_\_\_\_\_

Pass – Fail (Circle one) Evaluator Name \_\_\_\_\_

	Knowledge	Comprehension	Skill	Ability	Safety	Total
<b>Score</b>	3	3	3	3	3	15

Evaluator Comments

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_



Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY)\_\_\_\_TBD\_\_\_\_\_

## Station # 3 – Hose Pull

### Candidate Instructions

For this station you are required to hoist the roll of supply hose to the base of the balcony using a hand over hand motion. The evaluator will indicate to you when you have reached the base of the balcony with the supply line. You will then lower the supply line to the ground in a hand over hand motion without letting the rope slide through your hands. Once the hose touches the ground that is considered one revolution. You will complete five revolutions.

Once completed you will have 45 seconds to begin the next station.

Do you have any questions?  Yes  No

If Yes -Question- \_\_\_\_\_

Direction given- \_\_\_\_\_

Time start - \_\_\_\_\_ End Time- \_\_\_\_\_

Pass – Fail (Circle one)      Evaluator Name \_\_\_\_\_

	Knowledge	Comprehension	Skill	Ability	Safety	Total
<b>Score</b>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>10</u>

Evaluator Comments

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_



Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_TBD\_\_\_\_\_

## Station # 4 – Entanglement Tube

### Candidate Instructions

For this station you may remove your helmet. You will be required to make your way through this entanglement tube. You are not permitted to remove any PPE unless instructed. At the five minute mark, if you have not been able to get through the tube you will be able to remove your SCBA (There is no deduction for this). You will need to push your SCBA out ahead of you. You are expected to continuously attempt to advance your position (not resting to wait for the 5 min mark). This station is complete when you have successfully exited the tube.

Once completed you will have 45 seconds to begin the next station.

Do you have any questions?  Yes  No

If Yes -Question- \_\_\_\_\_

Direction given- \_\_\_\_\_

Time start - \_\_\_\_\_ End Time- \_\_\_\_\_

Pass – Fail (Circle one)      Evaluator Name \_\_\_\_\_

	Knowledge	Comprehension	Skill	Ability	Safety	Total
<b>Score</b>	2	2	2	2	2	10
Evaluator Comments						

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_



# Appendix E

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_



## Station # 5 – Nozzle/Hydrant Connect

### Candidate Instructions

For this station you may remove your SCBA and re-don your helmet. You will be required to Attached two gated wye valves to the hydrant, roll out four 50' lengths of 1 ½" attack line, and attach each attack line to the corresponding colored valve. Next you will remove from a container each colored nozzle and connect to the corresponding colored hose. This drill is complete when everything above is connected and you touch the hydrant indicating "Water on".

Once completed you will have 45 seconds to begin the next station.

Do you have any questions?  Yes  No

If Yes -Question- \_\_\_\_\_

Direction given- \_\_\_\_\_

Time start - \_\_\_\_\_ End Time- \_\_\_\_\_

Pass – Fail (Circle one)      Evaluator Name \_\_\_\_\_

	Knowledge	Comprehension	Skill	Ability	Safety	Total
<b>Score</b>	5	5	5	5	5	25

Evaluator Comments

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_

:



# Appendix F

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_

## Station # 6 – Hose Load

### Candidate Instructions

Wearing full structural turnout gear you will load the four rolls of hose on the back hose bed of this truck. You will load them one roll at a time, maintaining control of the couplings. You will maintain three point contact when mounting and dismounting tailboard of the truck. Once all four rolls of hose are loaded, you will be instructed to remove them one at a time in the same fashion, returning them to the same spot they started.

Once completed you will have 45 seconds to begin the next station.

Do you have any questions?  Yes  No

If Yes -Question- \_\_\_\_\_

Direction given- \_\_\_\_\_

Time start - \_\_\_\_\_ End Time- \_\_\_\_\_

Pass – Fail (Circle one)      Evaluator Name \_\_\_\_\_

	Knowledge	Comprehension	Skill	Ability	Safety	Total
<b>Score</b>	3	3	3	3	3	15

Evaluator Comments

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_



# Appendix G

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_

## Station # 7 – Hose Drag

### Candidate Instructions

Wearing full structural turnout gear you will pick up in the previously demonstrated fashion each section of hose, draping it across your body. You will continue to walk, dragging the entire length of hose line to the corner, turn left and walk past the fire station to the next street corner. An evaluator will indicate to you where the finish line is. You can re adjust the hose to better carry. Please stay on the sidewalk.

Once completed you may remove your turn out gear, but keep moving. You will proceed into the station where your vitals will be monitored.

Do you have any questions?  Yes  No

If Yes -Question- \_\_\_\_\_

Direction given- \_\_\_\_\_

Time start - \_\_\_\_\_ End Time- \_\_\_\_\_

Pass – Fail (Circle one)                      Evaluator Name \_\_\_\_\_

	Knowledge	Comprehension	Skill	Ability	Safety	Total
<b>Score</b>	2	2	2	2	2	10
Evaluator Comments						

Candidate Name: \_\_\_\_\_

Evaluation Date (DD/MM/YYYY) \_\_\_\_\_ TBD \_\_\_\_\_