



CITY OF WEYBURN

Paid-On-Call Applicant Package

Office of the Fire Chief

55 – 16th Street NE | PO Box 370

Weyburn, SK | S4H 2K6

P: (306) 848-3240 | F: (306) 842-1766

firedepartment@weyburn.ca

Dear Applicant:

Thank you for taking this opportunity to research the possibility of joining our Fire Department. Firefighting can be both physically and emotionally demanding, as well as a major time commitment is needed to be successful, however it can be very rewarding and challenging.

Weyburn is a thriving prairie city nestled in the southeast corner of Saskatchewan and a dynamic community providing exceptional quality and opportunities for its residents and visitors. The City of Weyburn is a multifaceted organization employing much of the local public in a variety of meaningful careers.

The Weyburn Fire Department is a composite Fire Department which consist of 2 Chief Officers, 4 Career Staff, and 32 Paid on Call Members. The City of Weyburn does not have any volunteer firefighters.

Over the past few years the Fire Department has seen a steady increase in call volume. The average paid-on-call firefighter may expect to be paged to approximately 150 alarms per year.

The next two pages consist of checklists intended to facilitate your application process. If you have any question or concerns after reading the following pages we suggest you contact the Fire Chief for further clarification or information as me be required. Following the checklist you will find the 5 page application.

I encourage you to review all the following documentation and then to submit the completed application.

Sincerely,

Fire Chief
City of Weyburn

PAID ON-CALL FIRE FIGHTER POSITION

Job Requirements and Qualifications

All Paid-On-Call Fighters Must:

- regularly attend Wednesday evening practice sessions (19:00 – 21:00 hours) with a minimum of 75% attendance. Participate in the Weyburn Fire Department's training program on evenings and some weekends,
- be available to respond to emergency incidents 24 hours a day 7 days a week. Emergencies may occur anytime day or night, throughout the year, including statutory holidays,
- successfully complete a two (2) year probationary period and have completed *NFPA 1001 Level 2: Standard for Fire Fighter Professional Qualifications*. (Extensions may be granted at the sole discretion of the Fire Chief in extraordinary circumstances,
- be a permanent resident of the City of Weyburn,
- be in good physical condition, able to meet the physical demands of firefighting and participate in and pass a physician administered fit for duty examination,
- have, or obtain within two years, and maintain, a valid Saskatchewan Class 3 Driver's License with air brake endorsement, provide a Driver's Abstract,
- have normal vision with no colour impairment and normal hearing, and have no phobias of height or confined spaces,
- undergo a criminal record check by the Weyburn Police Service, and
- be able to communicate effectively, efficiently, and be able to work as a team member.

Note:

Firefighters are not permitted to have facial hair, except a moustache, as per workers' compensation board regulation

Additional Considerations in Evaluating Candidates;

- be permanently employed in the City of Weyburn or Response Area,
- possess a Grade 12 diploma, or equivalent,
- possess a valid Class 3 license with air brake endorsement,
- have previous firefighting experience,
- have first aid training and experience, and
- have experience in construction and/or mechanical trades and/or operation of heavy equipment or vehicles.

Applicants are responsible for all costs associated with or incurred in completing this application.

Incomplete application packages may not be processed.

The following Documentation must be attached to complete your application package;

- photo copy of driver's license,
- driver's abstract,
- employer's signature consenting to the conditions contained in this application package,
- photo copy of valid first aid certificates,
- photo copy of Grade 12 Diploma or Equivalent,
- any other documentation you wish to include pertaining to the conditions listed above, and
- a resume.



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Application for Membership

Personal Record

Applicant's Name:

Applicant's Permanent Residence and Mailing Address):

Home Phone

Home Cell Phone

Work Phone

Work Cell Phone

How long have you lived in the City of Weyburn?

Do you have any phobias (height, enclosed spaces, etc.)? If YES, explain below. A Doctor's note or other supporting documentation will facilitate the application process. **Yes**☐ **No**☐

Applicant's Personal Email Address:

Applicant's Work Email Address:



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Education and Training Record

Education:

Last grade completed _____(attach diploma or equivalent):

Post-Secondary Education, Attach all pertinent documentation and explain:

Specialized Training and Certificates (attach photo copies):

- First Aid: _____
- Fire Fighting: _____
- Mechanical or Trade: _____
- Other: _____

Attach copies of any/all supporting certificates/documentation

Interests and hobbies:



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Driver's License Information

Attach a photo copy of your Driver's License to this application as well as a Driver's Abstract

SK Driver's License Class: **1**☐ **2**☐ **3**☐ **4**☐ **5**☐

Air Brakes Endorsement: **Yes**☐ **No**☐

Do you have restrictions on your driver's license: **Yes**☐ **No**☐

If yes, what numbers and explain: _____

Employment History

Please provide details of your previous employment history beginning with the most recent.

Employment Information:

Current occupation: _____

Employer: _____

Supervisor: _____

Employer's Address: _____

Phone: _____

Do you work shift work? **Yes**☐ **No**☐ Hours of Work: _____

Will your employer allow you to attend emergencies during working hours? **YES**☐ or **NO**☐

Employer's Printed Name and Position

Employer's Signature

Date



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Previous Employment History (Use additional Pages if Required)

Company Name: _____

Dates Worked: _____

From/To: _____

Position(s) Held: _____

Description of Duties: _____

Name of Supervisor: _____

Phone Number: _____

May we contact employer: **Yes**☐ **No**☐

Company Name: _____

Dates Worked: _____

From/To: _____

Position(s) Held: _____

Description of Duties: _____

Name of Supervisor: _____

Phone Number: _____

May we contact employer: **Yes**☐ **No**☐



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Personal References (Cannot Use Relatives)

1. Name: _____
 Address: _____
 Phone: _____
2. Name: _____
 Address: _____
 Phone: _____
3. Name: _____
 Address: _____
 Phone: _____

Authorization

I hereby authorize the City of Weyburn Fire Department to review and authorize each character reference, employer and educational institution as named to provide any information about me in regards to this application.

I certify that the above information, as provided, is true and correct and I understand that falsifying, or providing any incorrect information on this application is justifiable cause for my immediate dismissal from the City of Weyburn Fire Department.

Signature of Applicant: _____

Date: _____