

Township of Wellesley Volunteer Fire Fighter Recruits

Township of Wellesley Fire Department
4639 Lobsinger Line
R.R. #1
St. Clements, ON N0B 2M0



Township of Wellesley Firefighters:

This rural operation is comprised of approximately 60 firefighters, whose territory covers roughly 103 square miles. There are 10 settlement areas and 3 fire stations within the Township; one each in Wellesley, Linwood, and St. Clements. The Township has a total population of approximately 9,900 and approximately 274,000 acres of land. There is one Township Fire Chief working out of the municipal office which is located at 4639 Lobsinger Line in St. Clements and three District Chiefs.

Each station is equipped with one pumper, one tanker, and one rescue van. We also have 3 sets of heavy hydraulics which are in place at the Wellesley, Linwood and St. Clements Stations.

To be considered a candidate for a fire fighter, applicants must live near a fire station. A fire fighter's primary goal is to protect lives and to save property. This requires them to respond to calls for emergency assistance, which may include fires, medical emergencies, motor vehicle accidents, water/ice rescue incidents and hazardous materials incidents 24 hours a day, 7 days a week.

Training is an essential part of being an effective fire fighter. In addition to undergoing a fire fighter recruitment training course, each member is expected to attend 4-8 hours of training a month once on the job. As well, there are numerous specialty courses held at various times a year.

In addition to emergency response and training, volunteer fire fighters also participate in public relations activities.

Being a fire fighter requires a significant commitment from candidates and their families.

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REQUIREMENTS AND JOB SKILLS

Recruit Requirements:

- Must be at least 18 years of age.
- Must submit a Township of Wellesley Fire Fighter application to a District Chief or Township office.
- Must submit a current police check upon being successful.
- Must be willing to get, or have his or her “D - Z” or equivalent driver’s license at your own expense within 1 year of being hired.
- Must produce a doctor’s physical examination form signed by your doctor upon being successful.
- Must be able to attend recruit training programs and regular scheduled training.
- Must live within a reasonable distance of a fire station.
- Understand that you are on a one year probation period.
- Must supply a driver’s abstract upon being successful.

Your decision to apply to the Department should not be taken lightly. Careful consideration should be made of the many factors associated with becoming a fire fighter.

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JOB SKILLS

- Must be a team player, be able to take direction, and be in good physical condition.
- Must be able to work from heights and while standing on ladders and lift weight.
- Must be able to work in confined spaces and wear and use Self Contained Breathing Apparatus.
- Must be able to be an active participant at medical emergencies and motor vehicle accidents.

Without restricting the general nature and scope of the work, the following are illustrative examples of work which may be expected of a fire fighter:

- Attends regularly and promptly all meetings and training sessions.
- Abides by fire department policies and procedures.
- Attends regularly and promptly when the alarm is sounded.
- Lays and connects hose, directs water streams.
- Raises and climbs ladders, performs rescues, uses Self Contained Breathing Apparatus and other fire fighter and safety tools and equipment.
- Searches for and rescues persons in danger and administers first aid to the injured.
- Ventilates premises to release heat/smoke, places salvage covers to prevent water damage.
- Drives and operates motorized fire fighting equipment.

- Regularly returns to the fire station after calls and assists in the cleaning of equipment and making the apparatus and equipment ready for the next alarm.
- Maintains records of attendance to alarms and training activities.
- Cleans and maintains protective equipment and ensures it is ready for use.
- Willingly participates in training activities and serves on committees as elected or appointed.
- Reports the loss or damage to apparatus and equipment.
- **DOES NOT ATTEND THE FIRE STATION UNDER THE INFLUENCE OF DRUGS OR ALCOHOL.**

Expectation of the Township of Wellesley Fire Department is: that the firefighter shall follow all by/laws, policies, procedures and guidelines approved by Council and that the firefighter shall follow the Chain of Command.

Obligation of the Firefighter: that you shall follow all by/laws, policies, procedures and guidelines approved by Council and that the firefighter shall follow the Chain of Command.

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Township of Wellesley Fire Fighters Hiring Process

1. Applicant receives information package and application form from a District Chief or the Township Office.
2. Completed application form is forwarded to the appropriate District Chief or Township Office.
3. Applications are reviewed and a short list completed for interviews.
4. Applicant interviewed by hiring board.
5. Offer of employment made by Fire Chief, subject to applicant supplying
 - a) Current Police Check
 - b) Up-to-date physical
 - c) Driver's Abstract
6. New recruits are required to attend an orientation session.

**Questions to be directed to:
Andrew Lillico, Township of Wellesley Fire Chief
(519) 699-4611**



TOWNSHIP OF WELLESLEY FIRE DEPARTMENT
STATION # 1 LINWOOD
STATION # 2 ST. CLEMENTS
STATION # 3 WELLESLEY

APPLICATION FOR EMPLOYMENT

Date: _____

DISTRICT CHIEF: _____ STATION: _____

I hereby apply for part-time employment with the Township of Wellesley Fire Department. I submit the following information for your consideration.

Name: _____
(Surname) (Given Name) (Initials)

Address: _____

Postal Code: _____

Phone: _____
(Home) (Business)

Are you legally entitled to work in Canada? _____

Education: List last school attended and grade achieved as well as any post secondary school credits, diplomas or degrees.

Class(es) of Driver's License Currently Held: _____

If you don't already have a DZ License, are you willing to obtain one at your own expense within one year of commencing employment?

YES NO

Do you wear contact lenses or glasses? _____

If yes, supply details: _____

Do you have any physical impairments or limitations that would prevent you from performing all the required duties of a fire fighter? (i.e. heart problems, ulcers, hearing impairment, asthma or other respiratory conditions).

Describe Fully: _____

Have you ever committed a criminal offence for which you were not pardoned?

If yes, explain: _____

List any courses or training you have taken that would aid you in performing the duties of fire fighting (i.e. first aid, CPR, etc.)

What other hobbies or skills do you have that would assist our Fire Department?

Name and Address of Current Employer:

Position Held: _____

What are your current hrs of employment: _____

List the names and addresses of your previous employers for the last five years:

List the names and phone numbers of three personal references other than relatives.

Are you available for training on Monday evenings? _____

List any organizations to which you belong currently or previously (optional).

I affirm and certify that the information given on this application is correct. I understand that any falsification of statements, misrepresentation, deliberate omission or concealment of information may be considered just cause for refusal

of this application or immediate dismissal if employed by the Township of Wellesley.

If required, I agree to have a physical examination including x-rays and other tests or procedures required by a medical doctor. I understand that my employment is contingent on the examination results.

I also understand that the standard Probationary Period is one year and employment is subject to satisfactory completion and appraisal by the Station Officers or Fire Chief. Further approval by the Council of the Township of Wellesley after the probation period has expired is also a condition of permanent status.

I further understand that during this probationary period I may have to attend a one-day live fire training session and that there is no financial compensation for this day.

I fully understand that if my employment is accepted based on my day time availability that any change in that status may result in termination of employment.

Upon termination of employment, I agree to return all properties of the Township of Wellesley Fire Department and/or the Station Fire Fighters Association in a clean and acceptable condition.

I understand that any future promotion in the Township of Wellesley Fire Department requires a minimum of Grade 10 Education.

If this application is accepted, the Fire Chief and Station Officers will require an oral interview.

I hereby authorize the Township of Wellesley to contact the people listed as references in order to furnish the Township with any information they may have concerning job performance. I also release any such individual or institution from any liability because of furnishing such information.

(Print Name)

(Signature of Applicant)

(Date)

Office Use Only: (To be filled in by the District Chief)

