



PETROLIA AND NORTH ENNISKILLEN FIRE DEPARTMENT

PREVENTING FIRES THROUGH EDUCATION

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Firefighter Recruitment Process

Policy Statement

The process of hiring firefighters within the Petrolia and North Enniskillen Fire Department will respect the values of fairness, transparency and will be based upon a bonafide assessment of an individual's merit.

Recruitment Procedure:

1. Open recruitment will be advertised using local media.
2. Applicants must submit an application form along with a resume.
3. The application form and resume will be reviewed to ensure eligibility.
4. Applicants must successfully complete a written aptitude test.
5. Applicants must sign all required waiver forms.
6. Applicants must complete a physical aptitude test consisting of wearing an air pack, climbing a ladder, rolling hose etc. and other activities that are required of a firefighter.
7. Applicants will be interviewed by at least one Deputy Chief and Captain. All officers will be invited to participate in the interview process.
8. A recommendation for membership will be made to the Fire Chief.
9. If accepted by the Fire Chief, the applicant will be required to obtain a medical report from a physician approved by the Fire Chief. In addition, a Criminal Record Check and Vulnerable Sector Check will be conducted by the OPP.
10. The Fire Chief will make a recommendation to the Fire Management Board to accept the chosen applicants as probationary fire fighters.

Note:

- The failure of the applicant to satisfactorily complete any of the above steps will result in the application for membership being denied.
- The recruitment process for all non-firefighter positions may be different than those listed above and are subject to change