

# MONTAGUE TOWNSHIP FIRE DEPARTMENT RECRUITMENT PACKAGE





## MONTAGUE TOWNSHIP FIRE DEPARTMENT

### VOLUNTEER FIREFIGHTER

The Montague Township Fire Department is comprised of a full-time fire chief, an administrative assistant and a number of volunteer firefighters operating from the fire station at 6547 Roger Stevens Drive. We serve the 283 square kilometers of the township and provide fire protection services to neighbouring municipalities through Mutual Aid Agreements.

Firefighters' primary goals are 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 and hazardous materials incidents.

To be considered as a volunteer firefighter candidate, applicants must live or work near the fire station. Candidates who work near the station, but do not live in the area, must be able to leave work to attend emergencies.

In addition to emergency response and training, volunteer firefighters participate in local community events, Muscular Dystrophy fundraising and other public relations activities.

Taking on the challenge of becoming a volunteer firefighter requires a significant commitment, but the experience of being an active member within your community is extremely rewarding.

## RECRUIT REQUIREMENTS AND JOB SKILLS

### **Recruit Requirements**

- Must have a High School Diploma
- Must be 18 years of age or older
- Must submit a current driver's abstract
- Must submit a completed Physical Examination Report upon offer of a position
- Must live or work within a reasonable distance from the fire station
- Must have a valid Ontario Driver's License and have a vehicle at his/her disposal
- Must be legally entitled to work in Canada

### **Job Skills**

- Must be a team player, be able to take direction
- Must be in good physical condition
- Must be able to work from heights and while standing on ladders
- Must be able to work in confined spaces and wear a self-contained breathing apparatus (SCBA)
- Must be an active participant at medical emergencies

Your decision to apply should not be made lightly. Careful consideration should be given to the many factors associated with becoming a firefighter.

## JOB REQUIREMENTS

With the understanding that this is not a comprehensive overview of the general nature and scope of assigned duties, the following examples illustrate the type of work that may be expected of a volunteer firefighter:

- Regularly and promptly attend meetings and training sessions
- Abide by Montague Fire Department's policies and procedures
- Respond regularly and promptly when the alarm is sounded
- Lay and connect hose, direct water stream
- Raise and climb ladders, perform rescues, use SCBA and other firefighting and safety tools and equipment
- Search for, and rescue, persons in danger and administer first aid
- Ventilate premises to release heat/smoke, place salvage covers to prevent water damage
- Drive and operate motorized firefighting equipment
- Regularly return to the fire station after calls and assist with cleaning equipment and making the apparatus and equipment ready for the next alarm
- Clean and maintain protective equipment and ensure it is ready for use
- Willingly participate in training activities and serve on committees as elected or appointed
- Complete a DZ license driver-training program

## VOLUNTEER HIRING PROCESS

The application and hiring process follows the steps outlined below:

1. Applicant receives information package and application form.
2. Completed application form is forwarded to the fire station.
3. Applicant is interviewed by the Hiring Board.
4. Successful applicants are placed on a hiring list based on the following results:
  - Application
  - Aptitude test
  - Physical test
  - Interview
5. Offer of employment is made by the Fire Chief, subject to the applicant passing the medical examination.
6. Candidate attends, and successfully completes, Firefighter Level 1 & 2 training over a three-month period, which may include weekends.



# MONTAGUE TOWNSHIP FIRE DEPARTMENT

## VOLUNTEER APPLICATION

Name:			
Address:			
Phone Number:			
Email:			
Driver's Licence Number:			
Class (G, D, etc.):		Air Endorsement: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Current Employer:			
Job Title:			
Hours of Work:	Days	Nights	Shift
Would you consent to us contacting your employer?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Employer Contact Name:		Phone:	
Previous Two Employers:			
Reason(s) for Leaving:			
References:			
	Name		Phone
	Name		Phone



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## VOLUNTEER APPLICATION

### OTHER EXPERIENCE

Previous Emergency Medical Service experience?

No  Yes (explain) \_\_\_\_\_

Previous firefighter experience?

No  Yes (explain) \_\_\_\_\_

Community work experience?

No  Yes (explain) \_\_\_\_\_

Previous Military or Police experience?

No  Yes (explain) \_\_\_\_\_

### RELATED SKILLS

Indicate level appropriate to your training and skills:

- 0 – No experience or exposure
- 1 – Some familiarity and competence
- 2 - Advanced knowledge or post-secondary courses
- 3 – Certification or professional experience

RELATED SKILL	LEVEL	EXPLAIN
Motor Vehicle Mechanic		
Related Medical Field		
Professional Driver		
Radio Communications		
Rescue Procedures		
Firefighting		
Pumps, Valves & Sprinkler Systems		
Building Trades <i>(Carpentry, Electrician, Plumbing, etc.)</i>		
Read Blueprints		
Heavy Equipment Operator		
Water Rescue		
Coaching/Teaching Skills		
Bilingual Ability		
First Aid Course/CPR		



# MONTAGUE TOWNSHIP FIRE DEPARTMENT

## VOLUNTEER APPLICATION

### EDUCATION

- High School     College     University (Please attach diploma(s)/certificates.)  
 Other, Explain: \_\_\_\_\_

### HOBBIES OR OTHER INTERESTS

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### HEALTH

- Excellent     Good     Fair

Will you consent to a medical examination?

Will you participate in a job-related fitness evaluation:

### OTHER

Can you provide your own reliable transportation?

Have you discussed your application with your spouse, family, and employer?

If no, reason? \_\_\_\_\_

Why would you like to be a member of the Montague Township Fire Department?

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# MONTAGUE TOWNSHIP FIRE DEPARTMENT

## VOLUNTEER APPLICATION

I have read and understood the preceding requirements  Yes

I will provide a current driver's abstract (driving record)  Yes

I will provide a completed Physical Examination Report upon offer of a position  Yes

If you are accepted as a volunteer recruit:

1. Beards or long facial hair is not permitted. This is a requirement for wearing SCBAs
2. The probationary period will be 12 months, during which time your performance will be reviewed.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Your completed application, with attachments, may be submitted to the attention of Fire Chief Miles Greer by:

Email: [mgreer@township.montague.on.ca](mailto:mgreer@township.montague.on.ca)

Mail: Township of Montague Fire Department  
P.O. Box 755  
Smiths Falls, ON K7A 4W6

Hand Deliver: 6547 Roger Stevens Drive, Smiths Falls, ON K7A 4S6