



Owen Sound Fire and Emergency Services accepts applications for Probationary Firefighters until 4:30 p.m. Friday, January 17, 2025.

Introduction

The City of Owen Sound is pleased to offer careers in firefighting. Firefighting is a demanding profession with considerable responsibility to protect life, property and the environment from fire and other hazards. Firefighters respond to incidents involving fire suppression, hazardous materials, high-angle rescue, medical assistance, water and ice rescue, and auto extrication.

Firefighters also deliver key fire safety messages and public education duties. Excellent listening and communication skills are essential.

Satisfaction is derived from public service, working closely in a team environment, and working in a challenging profession. The firefighter's role is not easy; it involves high personal stress and requires dedication and resilience.

We want to take this opportunity to thank you for your interest in employment with Owen Sound Fire and Emergency Services. We wish you success in your endeavour to become a firefighter.

The City of Owen Sound is an equal opportunity employer committed to developing a barrier-free recruitment process and work environment. We celebrate our inclusive work environment and encourage applicants of all backgrounds and perspectives to apply. At the City of Owen Sound, we're committed to having an inclusive and transparent environment where every voice is heard and acknowledged.

Firefighter Duties and Responsibilities

As a member of Owen Sound Fire and Emergency Services, you will respond to emergency calls requiring rescue operations, medical aid and firefighting tactics.

The profession can entail performance under conditions of physical and mental stress.

Owen Sound Firefighters provide service 24 hours a day, seven days a week. Our firefighters work on a five-shift schedule, rotating 10-hour day and 14-hour night shifts with five shifts on and five shifts off, including weekends and holidays. Additionally, Owen Sound Firefighters must be on-call and respond within a reasonable time to incidents while on-call. Teamwork is essential to the profession, whether on the scene, at the station, or while providing public service assistance.

Firefighters need the knowledge, strength, and skills to perform the essential duties required to protect the public.

Minimum Qualifications

A) All of the following Qualifications:

- Ontario Secondary School Grade 12 Diploma or academic equivalent; **and**
- Valid, unrestricted Class "DZ" Ontario Driver's License (or equivalent); **and**
- Pleasure Craft License
- Current Standard First Aid and CPR "C" Level Certificates

PLUS

B) One of the following Certifications:

- Firefighter Pre-Service Education & Training Program from a recognized institution; **OR**
- Successful completion of NFPA 1001, including Firefighter I & II (Certified or Qualified); **OR**
- Five years experience as a firefighter in a municipal fire department with supporting Ontario Fire Marshall (OFM) documentation demonstrating successful grandfathering to the NFPA 1001 Firefighter I & II Level.



How to Apply

The application deadline is 4:30 p.m. on Friday, January 17, 2025.

Note:

- *Please fill out the Application Form at the bottom of the posting and include it as a Cover Page for your application.*

Application Submission Details

Applicants wishing to be considered for the position of Probationary Firefighter must submit the Application Form, proof of the minimum qualifications, and their cover letter and resume as **ONE document**.

- Applications are to be submitted via e-mail to hrjobposting@owensound.ca
 - Subject Title: **2025 Fire Recruitment – Applicant Name**
- We will not accept applications delivered in person or by mail.
- Only those applicants providing proof of all minimum requirements will be considered for an interview, and only those selected to move forward in the recruitment process will be contacted.
- Please ensure your application and all documents and certificates are attached before being fully submitted. Due to the volume of applications, if your documents are not received on time or cannot be validated, your application will not proceed.

Human Resources will contact you throughout the hiring period using your application's email address or phone number. Applicants are responsible for ensuring that the contact information in their applications is current.

The procedure for selecting firefighters consists of the following steps:

1. Application
2. Interview & Selection Process
3. Conditional Offer

Only the most qualified applicants at each step will proceed to the next step in the selection process.

Please note: Firefighter recruitments attract a high volume of applications. As a result, to efficiently respond to applicants' inquiries, all questions should be directed to hrjobposting@owensound.ca. We will respond to inquiries as soon as possible.

Interview & Selection Process

Selected candidates will be assessed, and preference will be given to their education, qualifications, and experience in fire suppression and medical care.

Additional Qualifications/ Competencies

- Previous experience in fire suppression, construction, trades, mechanical, other emergency services, fire prevention, Military, Coast Guard, large vehicle/heavy equipment operation, water rescue, SCUBA diving (an asset)
- Skilled Trade License or Certification (an asset)
- Community College diploma in Fire Protection Engineering Technician/ Technology Program (an asset)
- University Degree or College Diploma (an asset)
- NFPA training or certifications
- Demonstrated Coaching, Teaching, Mentoring, and Leadership skills
- Volunteer and community involvement
- Excellent communication and interpersonal skills
- Ability to work in a team environment
- Ability to handle intense and sustained physical effort necessary to perform firefighting duties safely
- Knowledge of the Ontario Fire Code and Ontario Building Code
- Be able to understand and communicate clearly (orally and written) in English.
- Ability to communicate in a 2nd Language is considered an asset
- Good Mechanical abilities

- Ability to act quickly and remain calm under duress and strain
- Thorough knowledge of the operation of all apparatus, equipment, and methods used in combating, extinguishing, preventing fires, and rescue work
- Be able to respond to fire calls within a reasonable amount of time

If you are selected to proceed, you will be contacted by phone or email to schedule an interview.

Selection will be based on a rating system from the interview process. Should you be the top candidate(s) from the interview stage, you will move forward to the next step of the recruitment process: a conditional offer.

Conditional Offer

Successful candidates will be extended a conditional offer of employment as Probationary Firefighters. The offer of employment is conditional upon the following being provided:

- Satisfactory Employment Reference Check;
- Criminal Record Search, Vulnerable Sector Screening that is acceptable to the City of Owen Sound from the Police Service where you reside at the time of the interview;
- Clean Driver's Abstract; and
- Comprehensive Medical Protocol confirming your physical ability to perform the duties of a Firefighter. This protocol includes a complete medical and physical examination, an ECG, a Chest X-ray, and a Pulmonary Function Test;
- Valid Ontario Fire Administration Inc. (OFAI) Candidate Testing Service (CTS) certificates, including Stage One, Two (Hearing, Vision and Encapsulated Treadmill) and Three (Technical Skills and Physical Aptitude);

Preference will be given to applicants who provide valid CTS certificates during the application process. Please visit www.ofai.ca for more information on their candidate testing program. If you have any questions, please get in touch with OFAI at 905-426-6756 or info@ofai.ca.

Note: Candidates will be responsible for any expenses associated with the application, CTS testing, and offer process.



Contact Us

City of Owen Sound Human Resources

Fire Recruitment: hrjobposting@owensound.ca

Please note that the City is undergoing Interest Arbitration for the Fire Collective Agreement, which may impact future staffing levels.

The City of Owen Sound is proud to be an equal opportunity employer, valuing and respecting diversity. We are committed to inclusive, barrier-free recruitment and selection processes. We will accommodate the needs of qualified applicants under the Human Rights Code and the Accessibility for Ontarians Disabilities Act in all aspects of the hiring process upon request. We thank all applicants for their interest; however, only those considered for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act. It will only be used for candidate selection.



CITY OF OWEN SOUND
Firefighter Recruitment Application Form



Candidate Name: _____ OFAI Candidate ID: _____

Below are the minimum qualifications for our Probationary Firefighter Recruitment. Please fill out this form and include it as a cover page with your application.

Please check off each of the qualifications below confirming that you hold them:

- Ontario Secondary School Grade 12 Diploma or academic equivalent
- Valid Class "DZ" Ontario Driver's License (or equivalent)
- Pleasure Craft License
- Current Standard First Aid and CPR "C" Level Certificates

Ontario Fire Administration Inc. Certificates (If previously certified):

Please fill out the Validity and Expiration dates for each of the certificates below:

STAGE	DATE OF VALIDITY	EXPIRY DATE
One		
Two – Hearing		
Two – Vision		
Two – Encapsulated Treadmill		
Three – Technical Skills		
Three – Physical Aptitude		

*Proof of Valid CTS Certificates must be provided within 6 months of conditional offer

Please confirm which of the following three (3) qualifications you hold:

- Firefighter Pre-Service Education & Training Program from a recognized institution;
- Successfully completed IFSAC/ProBoard Certification (NFPA 1001 including Firefighter I & II); **OR**
- 5 years' experience as a firefighter in a municipal fire department with supporting Ontario Fire Marshall (OFM) documentation demonstrating successful grandfathering to the NFPA 1001 Firefighter I & II Level.

We would like to take this opportunity to thank you for your interest in employment with Owen Sound Fire & Emergency Services, and wish you success in your endeavor to become a firefighter.

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