



# Application For VOLUNTEER FIRE FIGHTER

READ THIS DOCUMENT CAREFULLY



1. **Completed application form (6 pages) and Cover Letter, Resume and copy of your Driver's License** must be received by 4:00 p.m. on **Thursday, September 30, 2021.** Applications received after this date will not be considered. Applications can be submitted by mail, email or fax.

## Human Resources

66 Charlotte Street  
Port Colborne, ON  
L3K 3C8  
Email: [hr@portcolborne.ca](mailto:hr@portcolborne.ca)  
Fax: 905-835-2969

2. Information on this form is not intended to be in contravention of the principles or intent underlying the Human Rights Code and will not be used as the basis of discriminatory treatment.
3. **All pages must be completed in full or the application will be rejected.**

PERSONAL INFORMATION (Please print clearly)	Assigned Applicant ID Number: (For HR Use only)		
Last Name:	First Name:	Middle Name:	
Email Address:	Home #:	Cell #:	
Any form of communication will be sent to the email address listed above unless you indicate otherwise.			
Alternate communication:			

ADDRESS INFORMATION (Please print clearly)	Required to determine if you live within the boundary of Port Colborne as defined by bylaw 5054/109/07; if this is not completed your application will be rejected and you will no longer be considered. <b>Your address must match what is listed on your Class G Ontario Driver's License.</b>			
Street Address:	Apt #:	City:	Province:	Postal Code:
Mailing Address: (if different from above): Example: Rural Route etc.				

**VOLUNTEER FIRE FIGHTER -MANDATORYQUESTIONNAIRE**

1.	Are you legally entitled to work in Canada?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.	Do you have a valid Ontario Class 'G' Driver's License or higher with no more than 3 minor moving violations in last 3 years, no suspensions in the last 3 years and no criminal code convictions?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3.	Have you ever been convicted of a criminal offence for which a pardon has not been granted?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.	Do you have a valid First Aid Certificate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5.	Do you have a valid CPR certificate?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
6.	Do you have a valid certificate for using a defibrillator?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
7.	This position requires you to work in confined spaces and high places such as roofs, balconies, ladders, etc. Are you able to meet these requirements of the position?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8.	Are you able to commit the time required to successfully complete the Recruit Training Program (90 hours)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
9.	Do you have vision of at least 20/40 in each eye without corrective lenses, normal depth perception and color vision?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
10.	<p>Indicate your highest level of education achieved:</p> <p><input type="checkbox"/> Less than high school                      <input type="checkbox"/> Doctorate</p> <p><input type="checkbox"/> High School Graduate                      <input type="checkbox"/> Master's Degree</p> <p><input type="checkbox"/> College Diploma (2 years)                      <input type="checkbox"/> College Diploma (3 years)</p> <p><input type="checkbox"/> University - Bachelor's Degree                      <input type="checkbox"/> University - Honor's Degree</p> <p><input type="checkbox"/> Non-Canadian Equivalency (degree earned outside of Canada)</p>		
11.	<p>Have you taken any other courses that would be applicable to this position?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>If yes, please specify:</p> <hr/> <hr/> <hr/> <hr/> <hr/>		

12.	<p>Do you have knowledge or experience in the following? (Check as many as apply)</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Auto Mechanics</td> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> <td style="width: 20%;">Electrical Systems</td> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> <td style="width: 15%;">Pumps, valves, sprinklers</td> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> <td style="width: 15%;">Radio Communications</td> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> <td style="width: 20%;">Heavy Equipment Operator</td> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Construction Trades</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Police or Military</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Rescue Procedures</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Coaching or Teaching</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Boat Operations</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Working with Heights</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Rope Training</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Water Rescue</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Confined Spaces</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Plumbing Systems</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Alarm Systems</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Ropes and Knots</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Workplace Safety</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Ladders</td> <td style="text-align: center;"><input type="checkbox"/></td> <td></td> <td></td> </tr> </table>	Auto Mechanics	<input type="checkbox"/>	Electrical Systems	<input type="checkbox"/>	Pumps, valves, sprinklers	<input type="checkbox"/>	Radio Communications	<input type="checkbox"/>	Heavy Equipment Operator	<input type="checkbox"/>	Construction Trades	<input type="checkbox"/>	Police or Military	<input type="checkbox"/>	Rescue Procedures	<input type="checkbox"/>	Coaching or Teaching	<input type="checkbox"/>	Boat Operations	<input type="checkbox"/>	Working with Heights	<input type="checkbox"/>	Rope Training	<input type="checkbox"/>	Water Rescue	<input type="checkbox"/>	Confined Spaces	<input type="checkbox"/>	Plumbing Systems	<input type="checkbox"/>	Alarm Systems	<input type="checkbox"/>	Ropes and Knots	<input type="checkbox"/>	Workplace Safety	<input type="checkbox"/>	Ladders	<input type="checkbox"/>		
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13.	<p>Describe in writing your experience as a member of a team, either at work or in your personal life.</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <table style="width: 100%; border: none;"> <tr> <td style="width: 75%;">Have you ever been a part of a “small group”?</td> <td style="width: 10%; text-align: center;">Yes <input type="checkbox"/></td> <td style="width: 15%; text-align: center;">No <input type="checkbox"/></td> </tr> <tr> <td>Have you ever worked in a group that relies/requires <b>your</b> attendance?</td> <td style="text-align: center;">Yes <input type="checkbox"/></td> <td style="text-align: center;">No <input type="checkbox"/></td> </tr> <tr> <td>Have you ever been a team leader?</td> <td style="text-align: center;">Yes <input type="checkbox"/></td> <td style="text-align: center;">No <input type="checkbox"/></td> </tr> </table>	Have you ever been a part of a “small group”?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Have you ever worked in a group that relies/requires <b>your</b> attendance?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Have you ever been a team leader?	Yes <input type="checkbox"/>	No <input type="checkbox"/>																															
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14.	<p>What experience do you have working outdoors, particularly in a bad weather?</p> <p><input type="checkbox"/> None  <input type="checkbox"/> Sometimes  <input type="checkbox"/> Year-round</p> <p>Please further explain your experience below:</p> <hr/> <hr/> <hr/> <hr/>																																								

15.	<p>What other unique skills/abilities would you bring to the city?</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	
16.	<p>What is your primary current employment status?</p> <p> <input type="checkbox"/> Full-Time status                      <input type="checkbox"/> Self-Employed  <input type="checkbox"/> Part-Time status                      <input type="checkbox"/> Unemployed  <input type="checkbox"/> Casual status                      <input type="checkbox"/> Student </p>	
17.	Are you available to respond to calls 24 hours a day, 7 days a week?	Yes <input type="checkbox"/> No <input type="checkbox"/>
18.	Are you willing to attend regular training on weeknights and/or weekends?	Yes <input type="checkbox"/> No <input type="checkbox"/>
19.	Are you willing and able to perform physical work under adverse conditions?	Yes <input type="checkbox"/> No <input type="checkbox"/>
20.	Are you able to understand and follow oral and written instructions?	Yes <input type="checkbox"/> No <input type="checkbox"/>
21.	<p>What are your regular scheduled hours of employment? Select all that apply:</p> <p> <input type="checkbox"/> Monday to Friday – Day Shift                      <input type="checkbox"/> Monday to Sunday shift work  <input type="checkbox"/> Monday to Friday – Afternoons or Nights </p>	
22.	<p>How long have you resided at your current address?</p> <p> <input type="checkbox"/> 0 – 6 months  <input type="checkbox"/> More than 6 months, but less than 1 year  <input type="checkbox"/> More than 1 year, but less than 3 years  <input type="checkbox"/> More than 3 years, but less than 10 years  <input type="checkbox"/> More than 10 years, but less than 20 years  <input type="checkbox"/> More than 20 years </p>	



**I understand and agree to the following terms:**

We thank all those who apply but advise that only those applicants selected for an interview will be contacted. The City of Port Colborne is an equal opportunity employer. If contacted for an interview, please advise the Human Resources staff if you require accommodation. Information received relating to accommodation measures will be addressed confidentially. Personal information is collected under the authority of the Municipal Act, 2001 (S.O. 2001, c.25) and will be used to select a candidate.

If you would like to learn more about being a volunteer fire fighter with the Port Colborne Fire & Emergency Department, please do not hesitate to contact the Human Resources Department via email at [hr@portcolborne.ca](mailto:hr@portcolborne.ca).

The incumbent shall comply with all policies, directives, regulations and practices for this position and the workplace.

I hereby declare that the information I have provided is true and complete to the best of my knowledge. I understand that any falsification of statements, misrepresentation, deliberate omission or concealment of information may be considered just cause for immediate dismissal. If accepted, I will abide by the recruitment process and hiring requirements. I understand that my employment is subject to a successful:

- Police Vulnerable Sector Check
- Medical assessment
- CPAT test
- Completion of the recruit training program
- Twelve (12) month probationary period
- A valid G driver's licence as defined on page 2

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Applicant Name (Please Print)

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Applicant Signature

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Date (dd-mm-yyyy)

**\*Please Attach a Cover Letter and Resume, and a copy of your Driver's License**