



## EMPLOYMENT OPPORTUNITY PAID ON CALL FIREFIGHTERS



*The Town of East Gwillimbury is conveniently located along Highway 404 in northern York Region and has been identified as a premier center for growth within the GTA. We are proud of our award-winning focus on modernization, innovation, and creativity. Those joining Team EG will use that lens to help shape our growing community. Come join our team and see the EG difference!*

### **Job Duties**

The primary function of a POC Firefighter is to protect and mitigate the community from a wide variety of emergencies & non-emergency events. POC Firefighters carry out active, community education and fire prevention activities, fire suppression, as well as participating in the promotion of an environment of public safety. Duties specifically involve fire prevention and inspection activities, community education as well as vehicle and equipment maintenance. POC Firefighters are active participants in ongoing training dealing with all phases of fire suppression including inspection, rescue and emergency operations/medical support.

### **Minimum Qualifications**

- Must reside or work within the boundaries of East Gwillimbury.
- Legally entitled to work in Canada (Canadian citizen, a landed immigrant or work permit).
- Grade 12 level education or equivalent (e.g. General Education Diploma).
- Hold and produce a valid Class 'G' Ontario driver's license, and have a good driving record with no more than six (6) demerits.
- Possess a valid CPR and First Aid certificate
- Be capable of handling intense and sustained physical effort.
- Stage 1 & 2 of CTS Testing. Testing certificates from each stage must accompany the application in Phase 3
- Clear Vulnerable Sector Security Check
- Possess high standards of work ethics, professionalism, team orientation, and well-developed interpersonal skills.

### **Additional Assets**

- Possess a Class D-Z license
- Pre-Service Fire Fighter Education & Training Program Certification
- NFPA 1001 Fire Fighter I & II certified from an accredited program from a recognized institution, accredited by the International Fire Service Accreditation Congress (IFSAC) or the Pro Board
- Previous experience as a full-time or Volunteer/ Paid on Call firefighter in a municipal fire department



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### Recruitment Procedure

#### **Phase 1 – Pre-qualification Testing**

The Town of East Gwillimbury requires Ontario Fire Administration Inc. (OFAI) Candidate Testing Service (CTS) certificates for Stage One and Stage Two as part of this recruitment. You must possess valid certificates for Stage 1 and Stage 2, Hearing and Vision assessments, at the time of application. However, the Covid-19 pandemic may impact the ability of candidates to meet this requirement. Therefore, candidates may submit applications without CTS certificates. Candidates must supply valid certificates before the time of hire.

*Candidates are responsible for the scheduling and fees incurred for this testing. More information can be found using the following link:*

<http://www.ofai.ca/ofai-candidate-testing-services>

**Phase 2- All interested Candidates will be invited to a POC Firefighter Information Night held at a later date.**

If you are interested in attending, please RSVP to [hr@eastgwillimbury.ca](mailto:hr@eastgwillimbury.ca)

**Phase 3 – Application, Cover Letter & Resume submission to Human Resources – June 30, 2021 by 4:00pm**

**Phase 4 – Interview**

**Phase 5 – Applicable Reference Check**

Submit Application Package, Marked CONFIDENTIAL:  
Quoting File No. 21 – 04

Human Resources Department  
East Gwillimbury Civic Center  
19000 Leslie Street, Sharon  
ON, L0G 1V0  
[hr@eastgwillimbury.ca](mailto:hr@eastgwillimbury.ca)

Application Deadline: June 30, 2021 by 4:00 p.m.

*We thank all applicants for their interest, however, only those being considered for an interview will be contacted. The Town of East Gwillimbury is an equal opportunity employer. Accommodation will be provided in accordance with the Ontario Human Rights Code. In accordance with the Municipal Freedom of Information & Protection of Personal Privacy Act, personal information collected will only be used for candidate selection.*