



**Township of East Hawkesbury**  
**Canton de Hawkesbury Est**  
5151, County Road 14  
St-Eugène, ON, K0B 1P0  
Tel. 613-674-2170



**East Hawkesbury Fire Department**  
**Service d'Incendies de Hawkesbury Est**  
5151, County Road 14  
St-Eugène, ON, K0B 1P0  
Tel. 613-674-2170

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## EHFD Recruitment Process

### **1) Application submission**

Applications must have the following (minimum requirements of qualification):

- Residency within the Township of East Hawkesbury, or within 15 km of one of the fire stations.
- A means of transportation to respond to one of the fire stations.
- 18 years of age
- Bilingual
- Grade 12 or Equivalent.

Preference will be given to:

- Available during daytime, weekdays.

### **2) Physical ability test**

The 8 Stations of the Firefighter CPAT Testing Process will be in bunker gear while wearing an SCBA. You will not be on air / masked up however.

- I. Stair Climb – For this event the candidate will climb a set of stairs 10 times.
- II. Hose lift – For this event the candidate will lift and lower a hose 1 storey, via a rope, 3 times.
- III. Equipment Carry – For this event the candidate will lift two saws from the ground, one in each hand, and carry them while walking a pre-determined distance around 4 cones.
- IV. Forcible Entry Simulation – For this event the candidate will use a 10-pound sledgehammer to strike a tractor tire 10 times.
- V. Ceiling Breech and Pull – For this event the candidate will push against a vertical tire with a pike pole as well as pull it five times for each. The candidate will complete 4 rounds of this process.
- VI. Ladder Raise and climb – For this event the candidate will raise a ladder from the ground to a vertical position against a wall then proceed to climb it 2 times, then lower the ladder back to its original position.
- VII. Rescue Simulation – For this event the candidate will grasp a mannequin under the arms. They will then drag the mannequin to a pre-positioned cone, make a 180-degree turn around the cone, and return to the starting point.
- VIII. Search Simulation – For this event the candidate will crawl around a room blindfolded and be required to find their way out.

Total time permitted to complete these tasks will be 15 minutes.

- 3) Interview + proof of certifications, including DZ licence (DZ fees at candidate's own cost)**
  - a. Interview-20 minutes- 4 questions*
- 4) Medical Evaluation, Driver's Abstract, Criminal Record Check, Reference Check (all fees at candidate's own cost)**
- 5) Probationary Job Offer**

## **GENERAL SUMMARY OF FIREFIGHTER DUTIES, RESPONSIBILITIES AND WORKING CONDITIONS**

- Workplace Safety and Insurance Board coverage to \$60,000.00.
- On-duty Accidental Death and Dismemberment Insurance Policy.
- Current Hepatitis B Vaccination at Township's expense
- Maintain reasonable level of health and fitness.
- Supplied pagers and expected to respond to 35% of alarms annually.
- Current First Aid and CPR at Township's expense.
- Mandatory NFPA Training Programs provided.
- A firefighter must be committed to attend continuous training in fire suppression, prevention and emergency aid procedures.
- All members are expected to attend at least 50% of the regularly scheduled training sessions.
- Facial hair that may affect the integrity of the self-contained breathing apparatus facepiece seal, i.e. beards and sideburns, is not permitted.
- Firefighting involves the saving of life and property through the suppression and prevention of fires and by providing emergency and rescue services.
- A firefighter is responsible for rapidly and efficiently performing various duties under emergency conditions frequently involving considerable risk.
- A firefighter's task includes routine duties in the maintenance of firefighting equipment and property, carrying out of specific orders and directions as received from a superior officer in the normal course of maintenance duties and firefighting.
- A firefighter must fully realize and accept the responsibility of being a firefighter and shall perform to the best of their ability the duties assigned.
- A firefighter shall respond promptly and efficiently to alarms, obey the orders of the officer in charge, share in the work that is required at emergency scenes and around the fire stations.
- A firefighter shall refrain from using offensive statements or language at the emergency scene, in around the fire stations and when on duty in public.
- A firefighter shall be loyal to their fellow firefighters, officers and the department, and at all times conduct themselves in a manner that is in keeping with the responsibilities of a firefighter.
- A firefighter shall remember that he/she is in the eyes of the public while on duty, and shall conduct themselves in a professional, compassionate and sensible manner at all times.

Examples of work:

- Ensure the safe operation of all department equipment and other properties related to the department.
- Assist with salvage operations during and following an emergency.
- Assist with firefighting and rescue operations when responding to an emergency.
- Assist with and conducts assigned duties at an emergency scene.
- Assist with giving first aid or CPR to the injured.
- Assist with Fire Department pre-planning as required.
- Perform such duties as required to further advance public information, public safety and public relations within the department.
- As assigned, perform various maintenance and cleaning tasks on apparatus and equipment following an emergency.
- As assigned, conduct firefighting/rescue activities at emergency scenes.
- Inspect property at the scene of a fire to prevent re-ignition.
- Attend assigned training sessions to ensure accuracy in firefighting and rescue methods.
- Participate with in service training as required through the Training Division.
- Ensure compliance with all health and safety matters in accordance with the Occupational Health and safety Act Regulation.