



Centre Wellington Fire Rescue Volunteer Firefighter Application Package



Please read all the information carefully before applying.

Attendance at **ONE** of the following Information Sessions is **MANDATORY**. All sessions are held at the Fergus Fire Station located at 250 Queen Street West.

- Tuesday, September 23, 2025, at 1:00pm
- Tuesday, September 23, 2025, at 7:00pm
- Thursday, September 25, 2025, at 7:00pm

Please call 519-843-1950 to register for one of the Information Sessions. Space is limited. Fire Administration Office is open Monday to Friday from 8:30am to 4:30pm.

Mail or hand deliver Resume and Application portion of this package to:

Centre Wellington Fire Rescue
250 Queen Street West
Fergus, ON N1M 1S8

Attention: Fire Chief

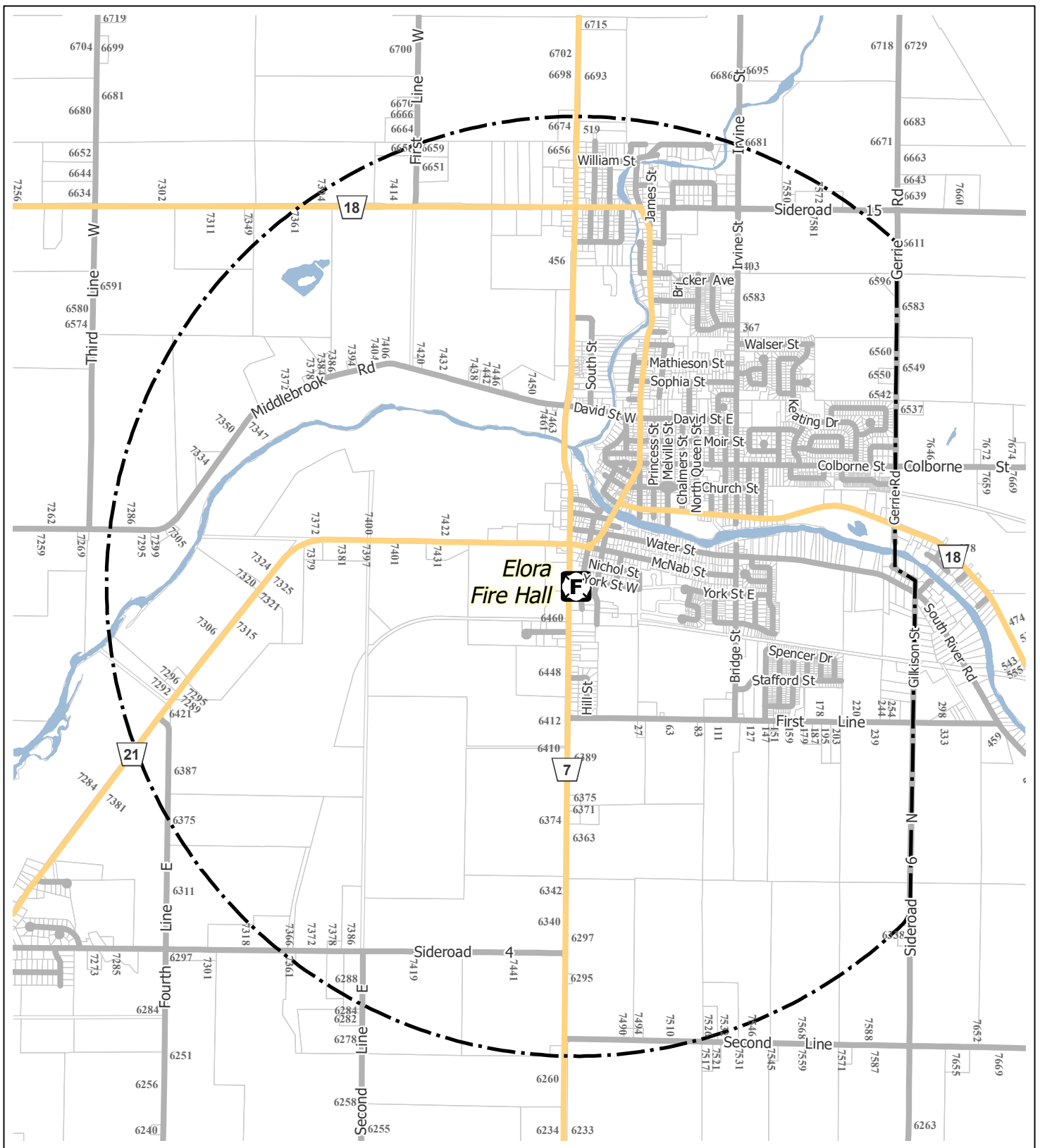
Application Deadline is Thursday, October 9, 2025, at 4:00pm.

For more information, please call the Fire Administration Office at 519-843-1950.

Please Note:

- Vulnerable Sector Checks are to be completed online at <https://www.opp.ca/recordchecks>. When applying, applicants must select Employment Purposes and a fee of \$41 will be required at the time of application.

Centre Wellington Fire Rescue is an equal opportunity employer. All interested parties are encouraged to apply. Applicants are required to successfully complete a written aptitude exam, job-related physical agility testing, interviews and the Recruit Firefighter Training program. Applicants must also provide their drivers abstracts, vulnerable sector check and a Doctor's Certificate of fitness for firefighting duties to obtain employment as a Volunteer on-call firefighter. Recruits must also possess or be able to obtain a Class DZ Ontario Drivers License with five (5) years of employment. Further information is available in the employment application package.



Elora Fire Station Catchment Area



Fire Hall



3km Catchment Area



Author: gwolowich

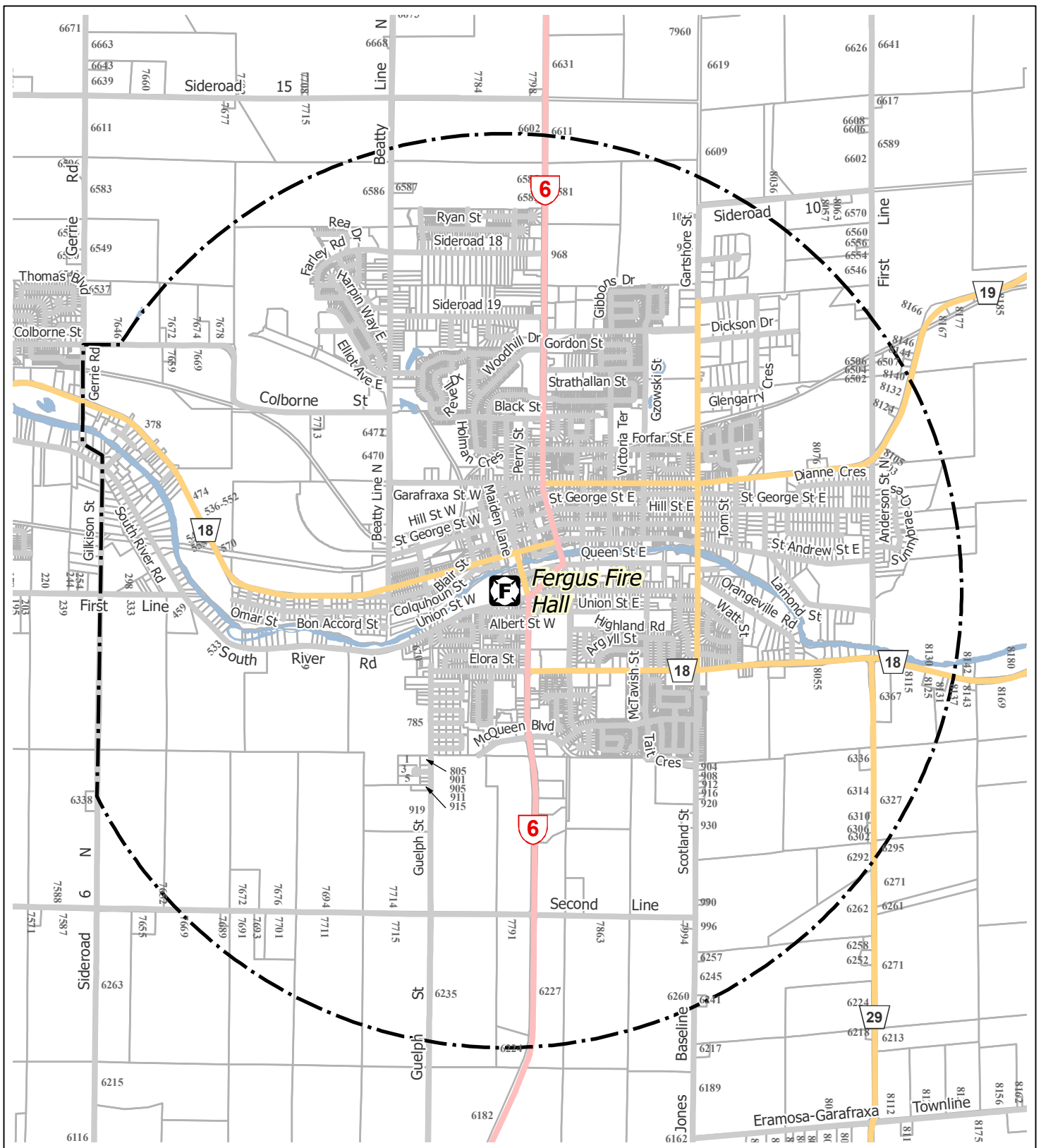
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Fergus Fire Station Catchment Area



Fire Hall



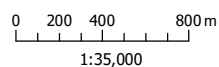
3km Catchment Area



Author: gwolowich

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CENTRE WELLINGTON FIRE & RESCUE SERVICES VOLUNTEER FIREFIGHTER



JOB TITLE: VOLUNTEER FIREFIGHTER
DEPARTMENT: CENTRE WELLINGTON FIRE RESCUE
REPORTING TO: VOLUNTEER CAPTAINS
WAGE RATE: \$21.71 (1st Yr) to \$36.94 (4th Yr) (2025 Rates)

POSITION SUMMARY:

Perform firefighting duties and other related work as required. This is manual work of a hazardous nature involving the fighting of fires, salvage, rescue work and first aid generally under the direct supervision of Department Officers. Regular training and maintenance work of the fire station and equipment is required. Firefighters may be required to make decisions and work without supervision until an officer arrives at the scene.

DUTIES AND RESPONSIBILITIES:

- Respond to fires, rescues, hazardous material emergencies, and other emergencies assigned to his/her station.
- Lay and connect hose lines, nozzles, and other related appliances.
- Hold fire hose and direct fire streams.
- Operate pressure pumps as assigned.
- Operate elevating devices as assigned.
- Drive fire apparatus as assigned.
- Carry, deploy, and climb ladders.
- Operate rescue equipment.
- Perform technical rescue operations including swimming and repelling from height.
- Perform salvage work at fires and emergency scenes using salvage covers, vacuums, mops, squeegees, etc.
- Create ventilation by making openings in buildings, using exhaust fans or fog streams.
- Enter burning or contaminated buildings, structures, and other areas to perform rescues and/or fight fires while wearing required clothing and safety equipment.
- Provide first aid to the injured.
- Assist in cleaning and preparing firefighting equipment upon return to the station after an emergency call or a practice to in-service status.
- Attend regular training sessions to practice procedures and to learn firefighting and rescue methods.
- Clean and maintain areas of the fire station used by the members as scheduled.
- Assist with the fire prevention and public education programs.
- Other duties as assigned by Fire Chief or Senior Officer(s)

POSITION SPECIFICATIONS:**QUALIFICATIONS:**

- Current Standard First Aid and CPR
- Proficient written & verbal communication skills
- Strong mechanical aptitude

EXPERIENCE/SKILLS:

- Must possess and maintain a Class DZ Drivers licence with a clean driver abstract or obtain a DZ within five (5) years of employment.
- In the absence of a DZ drivers' licence during the first five (5) years of employment, must possess a valid Class 'G' driver's license and maintain a clean drivers abstract.
- Solid understanding of the principles of hydraulics, normally acquired through a combination of education and experience.
- Mental alertness, mechanical aptitude
- Ability to get along well with others.
- Willingness to perform any task assigned.
- Conscientious and dependable.
- Good physical condition.

WORK ENVIRONMENT:

The firefighter will be expected to respond and work in all types of weather and less than ideal conditions during all times of the day or night. Monitors radio communications at all hours and responds to emergency calls when required. Firefighters could have to enter hazardous atmospheres and environments and will be expected to work in a safe manner – in accordance with all applicable Acts, Regulations and Policies.

SUPERVISION GIVEN:

Works under the direction of Department Officers.

TIME PRESSURES:

High degree of pressure associated with emergency situations involving major fires, accidents, hazardous materials, medical, rescues etc.

RESPONSIBILITY:**Supervision Received:**

- Limited freedom; however, in the absence of an Officer, functions with a greater degree of freedom.

Impact of Errors:

- In emergency situations errors may be costly and life threatening.

INTERPERSONAL CONTACTS:

- Other Firefighters, Station Officers, Senior Officers, Civic employees, and the Public.
- A high degree of confidentiality is required.

PHYSICAL & COGNITIVE DEMANDS:

- Requirement to report “fit for duty”, both mentally and physically.
- Must have the ability to endure mental and physical stress associated with emergency situations in difficult environments.
- Must be able to meet minimum physical demands required of this position.
- Must have the ability to go from a totally relaxed state, even sleeping, to a fully excited state when the alarm sounds.
- Perform required tasks while wearing full personal protective equipment including self-contained breathing apparatus.
- Withstanding strong vibrations over extended periods of time i.e., riding in emergency vehicles, operating/holding heavy power tools in awkward positions, etc.
- Work quickly to extinguish fires in extreme heat and when visibility is poor/non-existent.
- Experience physically demanding tasks during extreme fluctuations in temperature.
- Lift, carry, extend, and climb ladders to extreme heights, while maintaining balance and manoeuvring in unwieldy positions.
- Able to work in hazardous areas that are hot, wet, slippery, muddy, icy, dirty, cramped, etc.
- Work on and around moving machinery, vehicles, and equipment.
- Exposed to emotional and confrontational situations.
- Being aware of and protect against burns and other injuries; exposure to sharp objects, hazardous substances through inhalation, injection, ingestion, and absorption; high noise levels; infectious agents/biological hazards; radiation hazards; smoke; dust; noxious odours and contaminants; uninstalled or unshielded electrical equipment.

MEDICAL EXAMINATION:

- You are required to obtain consent from a physician after a physical examination stating you are fit for firefighting when requested by the Fire Chief or Senior Officer(s). **You will need to provide your signed Physician Consent Form the day of the Physical Agility Testing.**

ADDITIONAL INFORMATION

- The firefighter is expected to respond with little or no advanced warning and work in all types of less-than-ideal weather conditions. This may involve the entering of hazardous atmospheres and areas of personal risk. The firefighter will keep all protective equipment in a state of readiness to respond.
- There is a probation period of one (1) year after successfully completing the recruit training program.

CENTRE WELLINGTON FIRE & RESCUE SERVICES

Justification of Written Aptitude & Physical Testing for Volunteer Firefighters

Written Aptitude Testing

The written aptitude test is used to evaluate the candidate in a variety of areas in a multiple choice format. This test was designed in-house, but is modelled after standard aptitude tests that are used throughout the province. In order for a candidate to proceed to the physical agility test, he/she must obtain a mark of seventy percent (70%).

COMPREHENSION:

The recruit training program is a fast-paced program that covers tremendous amounts of essential material in a very short time. This material is the backbone of the training program and the individual must have the ability to learn in an accelerated environment. The candidate is given a passage to read at the beginning of the test. Following the passage there is a series of questions that require the candidate to extract the meaning of the passage.

REASONING:

The ability to reason and make sound decisions with limited information is an essential skill that every firefighter must have if he/she is to operate safely. The candidate is given a problem and asked to select the most appropriate solution.

PROBLEM SOLVING:

Problem solving skills are indispensable on the fireground. The candidate is given a variety of problems ranging from figuring out the pressure lost in a hose line to figuring out the length of a group of ladders. All necessary information is provided in the question. Prior knowledge of fire service operations is not required to solve the question.

MECHANICAL APTITUDE:

Firefighters must have ability to interpret written or pictorial instructions/diagrams and relate them directly to their real world counter-parts. This skill may be required to read a blue print, fire pre-plan document or interpret equipment instruction. The candidate is given a variety of questions that test different aspects of mechanical aptitude. These questions range from counting number of blocks in a pile to figuring out the direction of pulleys and gears.

BASIC MATHEMATICS:

The level of math required for this test is the equivalent of Grade 9 -- Basic. Basic math skills are required in a number of areas in the fire service. A pumper operator must have the ability to calculate safe working pressure for handlines working off his/her pump. The incident commander must be able to calculate the required fire flow for a building, to ensure that adequate resources have been assigned. These are only a few examples of where basic math skills are utilized on the fireground. The candidate is given questions that evaluate his/her ability to add, subtract, multiply and divide.

GENERAL MAPPING:

Firefighters must be able to read a map to ensure they can promptly and efficiently respond to emergency calls. This entails identifying the fastest and most direct route to the incident location while also being alert

for any potential obstacles that may affect their route, such as closed roads or bridges. Candidates are given various call scenarios and are tested on their ability to accurately determine the correct route, address or intersection.

Physical Agility Testing

Applicant must provide their Signed Physician Consent Form the day of the Physical Agility Testing.

The physical tasks that make up this test are designed to be directly related to fire suppression operation. Firefighters must have the strength, agility and endurance to carry and climb ladders, wear and use self-contained breathing apparatus, place and operate hose lines, execute a rescue and many other demanding evolutions. Since all of the **timed** job-related tasks represent the minimum standard, the candidate must be able to complete all the tasks in the time allotted.

Firefighting is a labour intensive job that requires the individual to maintain a definite skill level in many areas. These skills are necessary to allow the individual to operate safely and effectively on the fireground.

Task #1 -- Hose Carry & Climb

Fires do not always happen at ground level. Many times, fires can occur in the upper floors of a high-rise building. Firefighters must move the equipment to the fire area. This usually involves the carrying of hose, fans, air cylinders, etc. to a predetermined staging area in the building. The candidate is asked to carry an approximate 80 lb bundle of hose (2 lengths of 65mm hose) up the equivalent of five storeys of the stairs and then return to the ground floor. This is used to simulate the moving of equipment from the apparatus to the staging area.

Task #2 -- Rope Pull

Firefighters are often required to haul hoselines or equipment to the roof of buildings. This task is used to test the candidate's upper body endurance as well as strength. The candidate is required to raise and lower an approximate 80 lb weight the height of five storeys using a hand over hand method.

Task #3 -- Victim Carry / Drag

The candidate is asked to drag a manikin weighing approximately 175 lbs through a set of cones. This task is used to test the candidate's ability to rescue a trapped victim or downed fully dressed firefighter.

Task #4 -- Forcible Entry Test

Firefighters are often required to forcible enter buildings through doors etc. as part of their firefighting duties. Using a sledgehammer, the candidate is required to forcible move an object weighing approximately 200 lbs a distance of 12 inches.

Task #5 -- Weight Carry

Firefighting involves a wide variety of equipment. The approximate 70 lb weight carry is used to simulate the setting up of various types of equipment. (i.e. generators, smoke ejectors, etc.)

Task #6 -- Hose Drag

Operating and maneuvering hose lines on the fireground can be a very demanding but essential task. The candidate must have the ability to reposition charged handlines so they may be used

to their best advantage. The weighted sled (approximately 160 lb) is used to simulate the weight of a typical charged handline.

Task #7 -- Ladder Lift

This task tests the candidate's upper body strength. Staffing is often at a premium, so firefighters are often tasked with moving and setting up equipment by themselves and it is essential that the candidate be able to remove and raise a small ladder without assistance. The candidate is required to walk 50 feet with a 14 foot ladder and raise against the building and then lower and return to the starting position.

Task #8 -- Claustrophobia Test:

This test is used to determine the candidate's ability to function under zero visibility conditions. The calmer the candidate remains, the more efficient his/her air usage will be when called upon to wear a SCBA.

Task #9 -- Ladder Climb:

The ladder climb is used to judge the candidate's ability to work at elevated heights. This could range from working off a ladder to the second floor, guiding a nozzle from the tip of a 75ft aerial or assisting in high-angle rescue. The candidate will be required to climb a 24 foot ladder and perform a leg lock as shown and then descend.

These tasks listed above are not arbitrary tests pulled out of the blue sky to torture new candidates, nor are they barriers to stop the hiring of any particular target group. The tasks listed above are scaled down versions of the tests universally recognized by fire departments throughout Ontario and were developed by the University of York's Kinesthesiology Department.

This group of people specialize in the mechanics of the human body. They were given the job of developing tests that would directly relate to everyday firefighting activities on the fireground. These tests were modified for Centre Wellington Fire Rescue in order to implement this hiring standard with minimal cost to the department.

OVERALL SCORING:

The scoring scheme was designed to ensure that the ranking of candidates was based on competence. The process was implemented by the training division to assist the senior management in the selection of recruits. This process of scoring by competence is used throughout the province as part of the selection process. Hiring on the basis of competency is the only fair way to select individuals. It must be noted this is only one part of the process.

It has been recognized throughout the development of this hiring standard that hiring for a volunteer department requires some extra considerations. Due to the nature of the operation, staffing availability must be taken into consideration during the hiring process. Daytime availability must play a part in the selection process, but should be used as an excuse for compromising the hiring standard.

The purpose of assigning an overall score is to allow for the unbiased selection of equally qualified individuals.



CENTRE WELLINGTON FIRE RESCUE VOLUNTEER FIREFIGHTER APPLICATION FORM



Completed application form must be received by “Time & Date”

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

You are also required to attach your Resume with this application.

PERSONAL INFORMATION:			
Last Name		First Name	
Address	City	Province	Postal Code
Phone Number	Email		
How long have you lived at your current address?			
Are you legally entitled to work in Canada? Yes No			
Have you ever been convicted of a criminal offence for which a pardon has not been granted? Yes No			
I live within three (3) km of: Elora Fire Station Fergus Fire Station			

AVAILABILITY FOR RESPONSE TO ALARMS
I am available to respond to alarms:
Weekdays:
Often Sometimes Never
Weeknights:
Often Sometimes Never
Weekends:
Often Sometimes Never
Will you be able to respond from your full-time employment:
Often Sometimes Never

DRIVING EXPERIENCE:	
Valid Ontario Driver's Licence: Yes No	Driver Class: A D DZ F G Z Other
Have you had any experience or training in driving heavy vehicles? Yes No	If yes, please explain.
Have you any other special driving skills? Yes No	If yes, please explain.

EMPLOYMENT EXPERIENCE:		
Name of Employer	Address	Telephone Number
Position Held	Start Date (mm/dd/yyyy)	End Date (mm/dd/yyyy)
Name of Employer	Address	Telephone Number
Position Held	Start Date (mm/dd/yyyy)	End Date (mm/dd/yyyy)
Name of Employer	Address	Telephone Number
Position Held	Start Date (mm/dd/yyyy)	End Date (mm/dd/yyyy)
Name of Employer	Address	Telephone Number
Position Held	Start Date (mm/dd/yyyy)	End Date (mm/dd/yyyy)

OTHER EXPERIENCE		
Volunteer Work Yes No	If yes, explain.	Number of years/months
Previous Firefighter Experience Yes No	If yes, explain.	Number of years/months
Military or Police Service Yes No	If yes, explain.	Number of years/months

ADDITIONAL COMMENTS ON RELATED WORK EXPERIENCE:**REFERENCES:**

Reference names and contact information from Emergency Services such as Fire, EMS or Police (if applicable)

EDUCATIONAL EXPERIENCE: (Post-Secondary)

Name of Institution	Subject	Date	Grade	Notes

FIREFIGHTER APPLICANT'S SKILL LEVEL (Please complete this section)

Indicate Skill level by checking the appropriate box below and give explanation where indicated.

Skill Level 1

Some familiarity and competence have been acquired through personal experience, high school courses or other training of a relatively informal nature.

Skill Level 2

Skills are at an advanced level, acquired through relatively intensive personal involvement and/or post-secondary courses.

Skill Level 3

A Trade Licence or recognized certificate is held, or significant professional experience has been acquired. Proof must be submitted. (Copies only)

Skill	Level 1	Level 2	Level 3	Certificate Obtained (If applicable)
Athletic/Sports/Fitness				
Building Technology (formal training or certified trades)				
Cardio-Pulmonary Resuscitations (CPR)				
Climbing Skills – ladder				
Coaching/Teaching/Counselling/Recreational Leadership				
Community College Firefighter Preparation Courses				
Electrical Systems				
Fire Safety Systems – Courses or Experience				
First-Aid Course/Nursing Certificate				
Knowledge of Breathing Apparatus – Scuba diving etc.				
Mechanical – Office/Motor/Equipment				
Occupational Health and Safety				
Previous Firefighting Experience				
Read Blueprints/Charts/Diagrams/Maps				
Rescue Procedures ex. Nursing, Lifeguard, Auto Extrication				
Other:				

LIST ANY ADDITIONAL SKILLS, EDUCATION, OR EXPERIENCES WHICH YOU THINK WOULD BENEFIT YOU AS A FIREFIGHTER:

DECLARATION:

I understand and agree that employment and continuing employment are conditional upon:

- A. The foregoing information being true and complete.
- B. The verification of statements made by me in this application and my resume.
- C. Observance of rules, regulations and instructions governing employment by the Corporation as in effect at the time of employment or established at any subsequent time.
- D. Enrolments in such benefit and pension plans as may be obligatory for Corporation employees.
- E. Successfully pass a police criminal record check as conducted by the Ontario Provincial Police. (your cost)
- F. Provide driver's abstract showing that you have not accumulated seven (7) or more demerit points at the time of interview. (your cost)
- G. Successfully pass medical with a physician. (your cost)
- H. Successfully complete the recruit training program.
- I. Satisfactory completion of a one year (1) probationary period of employment
- J. Possess / obtain a valid class D licence with Z endorsement withing the first five (5) years of employment.
- K. Attend regular training sessions at assigned station and complete mandatory training programs as required/outlined in Department Policies and Procedures.
- L. Attend alarms in your assigned station's primary response area as required/outlined in Department Policies and Procedures.
- M. Maintain and care for all uniforms, protection clothing, equipment and supplies that are issued to me.
- N. I will get a Medical Examination and supply a letter from a Physician stating that I am fit for duty when requested by the Fire Chief of Senior Officer(s).

I affirm and certify that the information given on, or attached to, this application is true and correct. I understand that any falsification of statements, misrepresentation, deliberate omission, or concealment of information may be considered just cause for immediate dismissal.

I certify that I am legally entitled to work in Canada, was provided with a copy of the Job Description for the position of Volunteer Firefighter and have read and fully understand all expectations.

I authorize the Township of Centre Wellington to contact my references, employers or any other such entities included on this application to obtain further information pertaining to employment with the Township of Centre Wellington.

Applicant's Signature: _____

Date: _____

Personal Information is collected under the authority of the Municipal Freedom of Information and Privacy Act and will be used for candidate selection purposes only.



September 8, 2025

To Ontario Provincial Police,

RE: REQUEST FOR VULNERABLE SECTOR CHECK

Name of Applicant: _____

Address: _____

Contact Phone No.: _____

This letter is to formally request a Vulnerable Sector Check for the applicant listed above for potential employment with Centre Wellington Fire Rescue as a Volunteer Firefighter, which is a paid position.

Due to the nature of this role, the applicant will have direct contact with vulnerable individuals of all ages and disabilities during any fire rescue operations and/or fire public education events within our community.

A Vulnerable Sector Check is a requirement for this position to ensure the safety and well-being of those we serve.

Thank you for your assistance.

Yours Truly,

Tom Mulvey

Tom Mulvey, Fire Chief
Centre Wellington Fire Rescue
250 Queen Street West
Fergus, ON N1M 1S8
519-843-1950

PHYSICIAN CONSENT FOR JOB RELATED & GENERAL FITNESS TESTING FOR A FIREFIGHTER

Candidate Name: _____

Date: _____

Simulate Firefighter Job Related Tasks & General Fitness Testing Standards include:

1. **Hose Carry and Stair Climb Test:** Carry an approximate 80lb bundle of hose up the equivalent of five storeys of stairs and then return to the ground floor.
2. **Hose Lift Test:** raise and lower an approximate 80lb weight the height of five storeys using a hand over hand method.
3. **Victim Carry / Drag Test:** Drag a manikin weighing approximately 175lbs a distance of 25 feet.
4. **Forcible Entry Test:** Using a sledgehammer, forcible move an object weighing approximately 200lb a distance of 12 inches
5. **Weight Carry Test:** Carry approximately 70lb through an obstacle course.
6. **Weighted Sled Pull Test:** Drag a weighted sled of approximately 160lb a distance of 45 feet.
7. **Ladder Raise & Lower Test:** Raise, lower and walk 50 feet with a 14-foot ladder.
8. **Confined Space Test: Determine** the ability to function under zero visibility conditions.
9. **Ladder climb Test:** Climb a 24-foot ladder and perform a leg lock as shown and then descend.

Note: Blood pressure and pulse will be monitored before and after fitness testing.

STATEMENT OF FAMILY PHYSICIAN OR OTHER MEDICAL PRACTITIONER

After having examined the candidate, or otherwise being aware of the candidate's physical condition, I hereby certify the candidate is fit to attempt the tests outlined above.

Physician
Signature: _____

PHYSICIAN STAMP
(if available)

Address: _____

Telephone: _____