



SAANICH FIRE DEPARTMENT

760 Vernon Avenue, Victoria, British Columbia V8X 2W6
THE CORPORATION OF THE DISTRICT OF SAANICH
Tel: 250-475-5500 | www.saanich.ca

Employment Application for the Position of Fire Fighter

Please review the Saanich 2022 Fire Fighter Application Guide carefully before completing.

First Name: _____ Last Name: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Telephone: _____ Email: _____

Submitting an Application

Completed applications must be couriered to the Saanich Fire Department by Canada Post or other courier service (e.g., FedEx, UPS, Purolator). Applications will not be accepted if dropped off in person.

Due to the high volume of applications, we are unable to confirm receipt on submission. Applications must be delivered by courier to allow the applicant to track the delivery of the application package.

If the question asked is not applicable to you, kindly indicate by "N/A". All questions **must** be completed by the applicant. Where a resume is submitted along with this form, and the resume responds to a question in the application, please note on the application, "see resume."

Attach a separate sheet if there is insufficient room for your answer to a question.

Are you currently a District of Saanich employee? Yes No

Are you legally authorized to work in Canada?
(see page 5 of Fire Fighter Application Guide) Yes No

Do you have any disability or health condition which may interfere with your ability to perform the duties of the position applied for? Yes No

If yes, please specify:

The District of Saanich takes every precaution to avoid conflict of interest in its employment practices, including favouritism in hiring and employment of relatives who may be in a supervisory/subordinate relationship.

Do you have any relatives employed here? Yes No

If yes, please specify name of relative:

Name: _____ Department: _____

1. EDUCATION AND TRAINING (Do not complete if details are included in attached resume.)

	Name/Location	Dates Attended	Course/Major	Grade/Degree/Diploma
Secondary / High School				
Technical / Business				
University				
Other				

2. EMPLOYMENT HISTORY (Do not complete if details are included in attached resume.)

Employer and Location: _____

Dates of Employment: _____

Supervisor's Name: _____ Phone: _____

Position: _____ Reason for Leaving: _____

Major Duties: _____

Employer and Location: _____

Dates of Employment: _____

Supervisor's Name: _____ Phone: _____

Position: _____ Reason for Leaving: _____

Major
Duties: _____

Employer and Location: _____

Dates of Employment: _____

Supervisor's Name: _____ Phone: _____

Position: _____ Reason for Leaving: _____

Major
Duties: _____

Employer and Location: _____

Dates of Employment: _____

Supervisor's Name: _____ Phone: _____

Position: _____ Reason for Leaving: _____

Major
Duties: _____

3. GENERAL INFORMATION

List class of valid B.C. Driver's License: _____ Air brake endorsement: Yes No

Note: A fire fighter is required to hold a valid Class 3 BC Driver's License, with air endorsement. The information above will be verified, and a Driver's License Abstract from ICBC must be provided with your application package.

Have you ever been convicted of an offence under the Criminal Code of Canada or any other federal statute? Yes No

If yes, please provide details:

4. DOCUMENT CHECKLIST

The following documentation **MUST** be included with this application:

(Refer to page 9 of the Saanich Fire Department 2022 Fire Fighter Application Guide for additional details.)

- Completed Saanich Fire Department Fire Fighter Application Form and applicant resume
- Proof of Grade 12 or equivalent
- Copy of NFPA 1001 Level I and II certification
- Copy of ICBC Driver's Abstract with less than 6 points (dated no more than 60 days prior)
- Copy of valid Class 3 B.C. Driver's License, or equivalent
- Police Information Check (PIC) with Vulnerable Sector check
- Copy of valid EMA First Responder Certificate (or higher level of EMA license)
- Copy of birth certificate or passport, permanent resident card or landed immigrant card
- Copies of all relevant licenses and certifications

5. ADDITIONAL QUALIFICATIONS AND ATTRIBUTES

6. MEDICAL HISTORY

Firefighting, and the associated training, is physically demanding. Do you have any medical conditions that may restrict you in performing your duties as a fire fighter? Yes No

If yes, please provide details:

7. REFERENCES

Please provide the names, addresses, and phone numbers for a minimum of three references from current or previous **employers**. You may also submit personal references in support of your application; however, they will not be accepted in place of current or previous employment references.

Reference Name: _____

Company: _____

Address: _____ Phone No: _____

Reference Name: _____

Company: _____

Address: _____ Phone No: _____

Reference Name: _____

Company: _____

Address: _____ Phone No: _____

Reference Name: _____

Company: _____

Address: _____ Phone No: _____

8. READ CAREFULLY BEFORE SIGNING

Engagement as a member of the Saanich Fire Department is contingent upon successfully completing a series of written and physical examinations and interviews, followed by an extensive investigation of your records and references.

In the event of a grievance relating to a job competition in which I participated, I consent to the release of information contained in this application and the competition results for any purpose related to the grievance.

By completing the below signature line, I certify the information provided on this application or attachments/resume is true and complete and unless indicated otherwise, hereby authorize The Corporation of the District of Saanich to contact any references or employers listed above to verify the information submitted. I understand that if any information in this application or attachments/resume is found to be untrue or incomplete, my application may be rejected or in the event that I am a successful applicant, may result in dismissal.

Applicant: _____ Date: _____

This collection of personal information is authorized under *the Local Government Act, Community Charter* and section 26 (c) of the *Freedom of Information and Protection of Privacy Act*. The information will be used for performance assessment and managing the employment relationship between the District of Saanich and the member. Questions can be directed to the District's Privacy Officer at: 770 Vernon Avenue, Victoria BC, V8X 2W7, t. 250-475-1775, e. foi@saanich.ca.