

Recruitment Program FAQs



Application Process and Qualifications

HOW DO I LEARN MORE ABOUT THE RECRUITMENT PROCESS INCLUDING QUALIFICATIONS?

Visit joinefrs.ca for regularly updated information about the Firefighter Recruitment process. Applications are open once a year.

WHAT LEVEL OF EDUCATION IS REQUIRED?

To become a career firefighter with Edmonton Fire Rescue Services, you must have a high school diploma or equivalent.

Your literacy, numeracy and mechanical reasoning ability will be tested as part of an aptitude test. You can find resources to help you study for the aptitude test by searching for "firefighter aptitude study guides" online or accessing resources through your local library. If you need to request an accommodation to write the aptitude test, you must provide appropriate documentation to firefighterrecruitment@edmonton.ca before the end of the application intake period.

HOW LONG IS THE APPLICATION PROCESS?

The recruitment process takes approximately 10-12 months to complete.



HOW CAN I BEST PREPARE FOR MY APPLICATION?

- Get extra training: Pursue additional training and courses related to the fire services that exceed the minimum requirements.
- Volunteer: Actively volunteer in your community to stand out in the application process.

- Research the fire service: Learn as much as possible about the fire service in general and the Edmonton Fire Department specifically.
- Book a ride along: Experience a day in the life of an Edmonton Firefighter by booking a ride along: Call (780) 496-3785. Fill out [the online form](#).
- Prepare for the fitness test:
 - Visit the Faculty of Kinesiology, Sport and Recreation section of the [UAlberta website](#) for demo videos, training tips, and insights. [Provide link to website if available]
- Learn about Camp Inspire: Find out more about [Camp Inspire](#) (scheduled annually for September).
- Prepare for each stage of the process: Maximize your score at each stage of the application process.
- Remember it's competitive: The more effort you invest, the better your chances of success.

WHAT IS THE RESUME REVIEW?

The Resume Review is a tool that helps assess each candidate and contributes to their overall recruitment score. Individuals will be given points based on both achievements like certificates, diplomas and degrees as well as work and life experience. It also takes into consideration certain skills that a candidate possesses that may contribute to a successful career in the fire service. **These resume points will be verified at the MMI stage of the recruitment process.*

WHAT ARE MULTIPLE MINI INTERVIEWS (MMIs)?

The Multiple Mini Interview (MMI), developed by McMaster University, is an interview format that consists of a series of interview stations, each focused on a different question or scenario.

- Candidates rotate through the 8 different stations while interviewers stay put
 - Each interviewer asks 1 question.
 - Bell rings: interviewer has 2 minutes to ask the question; the question is also presented on a piece of paper for applicants to follow along. Applicants then have a moment to formulate their response.
 - Bell rings again: applicants have 5 minutes to respond to the question before proceeding to the next station.

Each candidate will participate in their MMI in a room with other applicants and interviewers at the same time. While privacy is ensured, the room may become animated. .

ONCE I AM ACCEPTED INTO THE RECRUIT TRAINING PROGRAM, IS THE TRAINING PAID?

Yes. Recruits are paid employees of Edmonton Fire Rescue Services. Recruit training takes four (4) months to complete after which time, your pay will increase to that of a first-year firefighter.

IS THE PHYSICAL FITNESS TEST THE SAME FOR EVERYONE?

Yes, everyone takes the same physical fitness test. The test is a Pass/Fail and the individual's score is not a determining factor when being ranked on the eligibility list.

DO I NEED TO HAVE A SPECIFIC BODY TYPE OR PHYSICAL STATURE TO BE A FIREFIGHTER?

No, strength comes in many forms. Edmonton Fire Rescue Services needs strong *candidates with all body types* for different types of work. I.e. confined spaces.

WHAT IF I HAVE MEDICAL CONDITIONS?

Full and detailed medical requirements can be found in the [NFPA Guide in Chapter Medical Evaluation](#). Medical conditions are broken down into two categories:

- Category A: Candidates with Category A medical conditions shall not be certified as meeting the medical requirements of this standard. (6.2.2)
- Category B: Candidates with Category B medical conditions shall be certified as meeting the medical requirements of this standard only if they can perform the essential job tasks without posing a significant safety and health risk to themselves, members, or civilians.(6.2.3)

Vision Requirements (6.4):

There are two categories of medical conditions for vision:

- **Category A** (Not certified): If you have one of these conditions, you can't be certified as meeting the requirements.
 1. **Far-sightedness:** If your vision is worse than 20/40 when corrected (with glasses or contacts) or worse than 20/100 without correction (for hard contact lens or spectacle wearers).
 2. **Color blindness:** If you can't see colors properly and that affects your ability to use tools like thermal imaging cameras.
 3. **Monocular vision:** If you can only see with one eye.
 4. **Other eye conditions:** If you have any eye condition that stops you from doing essential tasks safely.
- **Category B** (Certified if manageable): You can be certified if you have these conditions but only if they don't pose a significant risk.
 1. **Eye diseases** like retinal detachment or progressive conditions affecting the eyes.
 2. **Eye surgeries** like Lasik or surgery for retinal detachment. Vision needs to have stabilized with no complications. You may require a letter from your surgeon. Usually eyes take 1 to 6 months to normalize.
 3. **Peripheral vision:** If you have less than 110 degrees of peripheral vision in your best eye or any condition that significantly reduces peripheral vision.

Hearing Requirements (6.5):

Similarly, hearing conditions are also split into two categories:

- **Category A** (Not certified): If you have one of these conditions, you can't be certified.
 1. **Chronic vertigo or balance issues:** If you have difficulty walking in a straight line.
 2. **Hearing loss:** If you have hearing loss greater than 40 decibels (dB) in your better ear across specific frequencies (500 Hz, 1000 Hz, 2000 Hz, and 3000 Hz).
 3. **Ear conditions:** Any ear or hearing problem that stops you from doing essential job tasks safely.
 4. **Hearing aids or cochlear implants:** If you rely on these devices, you won't be certified.
- **Category B** (Certified if manageable): You can still be certified with these conditions if they don't create major safety risks.
 1. **Unequal hearing loss:** If one ear hears worse than the other.
 2. **Moderate hearing loss:** If your hearing deficit is more than 40 dB in one ear at specific test frequencies.
 3. **Ear canal problems:** Conditions like narrowing of the ear canal or ear infections.
 4. **Other ear conditions:** Conditions like tinnitus, recurring ear infections, or ear surgeries.

Asthma (6.8)

Asthma is considered a Category B medical condition under the comprehensive occupational medical program for fire departments. This means that candidates with asthma may be certified as meeting the medical requirements *if* they can perform the essential job tasks without posing a significant risk to themselves, their team members, or civilians.

However, specific criteria determine whether a candidate with asthma can be certified:

- **Category A Asthma Exclusion:** Candidates who require bronchodilator or corticosteroid therapy for asthma for two or more consecutive months within the last two years generally fall under Category A and cannot be certified unless they meet certain additional requirements.
- **Evaluation Process:** If a candidate has previously required treatment for asthma but believes the condition is no longer active, they must undergo evaluation by a specialist (pulmonologist or allergist). They will need to meet all of the following criteria:
 - The asthma has resolved without symptoms for at least two years off medication.
 - Allergen avoidance or desensitization has been successful.
 - Spirometry tests show normal lung function (FVC and FEV1 greater than or equal to 90%) with no bronchodilator response.
 - The candidate shows a normal or negative response to challenge testing (e.g., cold air, exercise, or other tests).

Diabetes (6.20.1)

Type 1 diabetics can be eligible as they are assessed on an individual basis. NFPA emphasizes that diabetics must demonstrate excellent control of their blood sugar levels, with no history of severe hypoglycemic events. Hypoglycemic episodes could be life-threatening for the firefighter and their team in an emergency situation. Factors like medication regimen, continuous glucose monitoring usage, and overall health stability are all considered when the physician conducts their evaluation.

DOES A CRIMINAL RECORD OF ANY KIND PREVENT AN APPLICANT FROM BEING HIRED, OR IS IT ONLY CONVICTIONS FOR CERTAIN TYPES OF OFFENCES?

If a candidate has a non-clear Police Check, it will be reviewed on a case-by-case basis.

The City of Edmonton's Talent Acquisition team will typically reach out to the candidate if they self-disclose on their application that they have a non-clear Police Check in order to gain further clarity on the significance of the instance and the timing of when this occurred. Talent Acquisition will work in conjunction with Edmonton Fire Rescue Services on how to proceed with the candidate's application.

WHAT ARE THE CITIZENSHIP REQUIREMENTS?

In order to be eligible to work for the City of Edmonton, you must either be a Canadian Citizen, Permanent Resident, or possess a valid open work permit. A work permit is evaluated on a case-by-case basis for hiring eligibility.

MANY EMERGENCY EVENTS CAN BE TRAUMATIZING. WHAT TYPE OF SUPPORT IS AVAILABLE TO STAFF WHO HAVE BEEN INVOLVED IN THESE TYPES OF CALLS?

Edmonton Fire Rescue Services prioritizes the physical and mental well-being of all personnel. There are many supports available to staff including:

- Edmonton Fire Rescue Services' Peer Support Team
- Edmonton Fire Rescue Services Mental Health Treatment Funding Program
- Mental Health Wellness Training, for the recruit and the recruit's family
- TELUS Health, City of Edmonton's Employee and Family Assistance Program (EFAP)
- City of Edmonton On-Call Chaplains
- Early Intervention Program
- Trauma Response Team

- Edmonton Fire Rescue Services Reintegration Team
- Edmonton Fire Rescue Services Family Program

Working as an Edmonton Firefighter

WHAT DOES THE SHIFT SCHEDULE LOOK LIKE?

It's very colourful! Edmonton Fire Rescue Services' shift schedule is based on a 4-platoon system which includes: Platoon 1 (YELLOW), Platoon 2 (RED), Platoon 3 (BLUE) and Platoon 4 (GREEN).

The platoon schedule is based on the ability to cover the 24-hour clock with two (2) shifts.

- The Day Shift is 10 hours and runs from 8 a.m. to 6 p.m.
- The Night Shift is 14 hours and runs from 6 p.m. to 8 a.m.

Shift rotations are set to each platoon and follow a 16 Day/Night/Off rotation meaning that firefighters work 2 day shifts and 2 night shifts followed by 2 days off, then work 2 day shifts and 2 night shifts followed by 6 days off. In a 16-calendar day rotation, this equates to 4 day shifts, 4 night shifts and 8 days off. The 16-day rotation repeats upon completion.

JANUARY 2021						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Example: The schedule for January 2021 has Platoon 1 (YELLOW) starting its 16-day rotation with a Day Shift on Friday, January 1 and ending on Saturday, January 16 with the last Off Shift. The rotation cycle repeats itself starting on Sunday, January 17 until Monday, February 1. This cycle repeats until the end of the year.

Firefighters are assigned to one of the four platoons at the start of their careers, and although not common, can be moved to a different platoon based on operational needs.

Culture and Vision

WHAT IS THE CULTURE LIKE AT THE CITY OF EDMONTON?

As City of Edmonton employees (working for Fire Rescue Services), there's no question that our roles are diverse, our backgrounds are distinct and our responsibilities are unique. All City work aligns to our Corporate Promise: "Working together, aligned with City Council, we enable a better life for all Edmontonians."

Furthermore, the City is guided by five [Cultural Commitments](#):

- **Safe** - We value, respect and protect the physical, mental and emotional well-being of each other and those we serve.
- **Helpful** - We care about people's experiences. We work with them and for them to seize opportunities, address challenges and deliver outstanding service.
- **Accountable** - We are trusted and empowered to embrace our responsibility for our actions, decisions and behaviours.

- **Integrated** - We get the best results when we align our diverse ideas, knowledge and efforts in a shared purpose.
- **Excellent** - We perform to our highest standard. We passionately pursue innovation and continuously improve ourselves, our teams and our city.

Supporting the Cultural Commitments are the City's six [Leadership Competencies](#), which define the behaviors that enable us to build our desired culture:

- **Courage** - Courage is about encouraging and listening with openness, dealing with issues rather than ignoring them. We lead change and make decisions that are right, even when they are not easy.
- **Inclusive** - Inclusive means that we seek out different points of view, are mindful of our biases and apply the GBA+ process to our work. We work to understand our own biases and intentionally seek out the voices of those who see things through a different lens.
- **Values-Based Influencer** - We are guided by our Cultural Commitments as we influence through our networks, and work with and develop others.
- **Collaborative Networker** - Collaboration means working to adopt a focus on a respectful workplace and the services we offer. We understand that we produce a better end product when we involve others.
- **Systems Thinker** - We take the broader context into account and focus on management, system alignment, accountability and financial stewardship. We recognize that our actions impact other areas and those we serve.
- **Creative Innovator** - We are proactive and responsive to the changing needs of the citizens we serve. We look for different ways to address complex problems.

WHAT IS EDMONTON FIRE RESCUE SERVICES' MISSION?

We are committed to protecting life, property, and the environment.

Edmonton Fire Rescue Services Core Values:

- **Service** - We fulfill our mission to serve the public 24 hours a day, seven days a week, every day of the year.
- **Safety** - We make public safety and firefighter safety our top priorities through ongoing training, development and innovation.
- **Relationships** - We build and maintain public trust through integrity, dedication, professionalism and accountability.
- **Teamwork** - We work together as a team. We can only achieve our mission and our other core values by working closely with our internal and external partners.

Our Values, Our Tradition

EFRS is steeped in valued tradition. It has operated with four core values for over a decade: Service, Safety, Relationships and Teamwork. After engagement with employees and leadership the consensus was that these values still ring true today.

Service: Our commitment to service is about our dedication to the well-being of our community. We go beyond extinguishing fires and responding to emergencies: we serve as pillars of support during times of crisis. Our commitment to service drives us to be proactive in community education, engage with partners, and always be ready to lend a helping hand.

Safety: Our commitment to safety extends beyond the immediate hazards we face: it permeates our training, equipment maintenance, emergency response protocols, and post-incident practices. Our commitment to a safe and healthy workplace is embodied at all levels of the organization. It's a pledge to protect not only the lives of those we rescue but also the well-being of our own team.

Relationships: Our commitment to relationships is about the quality of connections and interactions we have with colleagues and partners. We seek to build relationships characterized by trust, transparency and professionalism.

Teamwork: Our commitment to teamwork is the foundation of how we operate. We foster a welcoming environment of mutual respect and collaboration where challenges are overcome together. We can only achieve our purpose, ambition and core values by working closely and effectively as a team.

Parental Leave

WHAT IS EDMONTON FIRE RESCUE SERVICES' PARENTAL LEAVE POLICY?

Employees who are pregnant, have recently given birth, are adopting a child, or are caring for a newborn, may be eligible for unpaid leave of absence from their employment with the City of Edmonton. Employees with 90 days of continuous service are eligible to take maternity and paternity leave.

Maternity Leave

An employee can take up to 16 weeks of maternity leave. This is an increase of 1 week from the previous 15 weeks, recognizing a 1 week waiting period required by Employment Insurance Benefits.

Birth mothers must take at least 6 weeks of maternity leave after birth, unless the employer agrees to an early return and the employee provides appropriate medical documentation.

For pregnancies that end in a miscarriage or stillbirth within 16 weeks of the due date, the employee is entitled to maternity leave. The employee is not entitled to parental leave.

Parental Leave

Birth and adoptive parents can take up to 62 weeks of unpaid parental leave. For birth mothers, this is in addition to maternity leave. In recognition of the 1 week waiting period, this entitlement exceeds the EI benefit length by 1 week.

For details about Employment Insurance Benefits, information about the waiting period, or options to share parental leave, please contact [Service Canada](#) directly.

WILL STARTING A FAMILY AND/OR GOING ON PARENTAL LEAVE BE A ROADBLOCK TO MAINTAINING MY SENIORITY WITHIN THE DEPARTMENT?

No. Taking parental leave has no impact on promotions or seniority status. Edmonton Fire Rescue Services is a seniority-based organization which offers a great work/life balance. Seniority continues to accrue while an employee is on parental leave.

WHAT ACCOMMODATIONS CAN BE MADE FOR PREGNANT FIREFIGHTERS?

Firefighters can work with their supervisor and Disability Management Consultant to identify any limitations and restrictions confirmed through medical information. Based on the information, the City of Edmonton will work to provide suitable accommodations such as a temporary leave or a secondment to other areas within the branch with modified duties.

Outreach Opportunities

WHAT OTHER PROGRAMS DOES EDMONTON FIRE RESCUE SERVICES OFFER MY COMMUNITY?

- [Fire Cadet Program](#) - students aged 15-18

- **Camp Inspire** - for applicants aged 18+; women and gender-diverse communities (trans/non-binary/gender non-conforming) included.
- **Ride-Alongs** - a ride-along is an opportunity to spend a shift in the passenger seat of a firetruck, observing the work of a firefighter. To book a ride-along, click the link or call (780) 496-3785.
- **Recruitment Info-Session** - check our social media and websites for updated information on outreach and information sessions throughout the year.

Diversity and Inclusion

WHAT DIVERSITY AND INCLUSION INITIATIVES EXIST AT EDMONTON FIRE RESCUE SERVICES?

- **Department D&I Committee**
 - This committee provides advice and recommendations in support of the Community Services Department in advancing equity, diversity and inclusion plans that aligns with the pillars from [The Art of Inclusion](#); the City of Edmonton's Diversity and Inclusion Framework. This includes support in training, GBA+, outreach, recruitment, facility review, career promotion, and other policies, procedures and guidelines.
- **City of Edmonton Employee Resource Networks**
 - Edmonton Indigenous Employee Resource Network (EIERN)
 - Pride@theCity
 - Women@theCity
 - Race&Ethnicity@theCity
 - ArmedForces@theCity
- **Edmonton Fire Rescue Services' Internal Google Site (intranet)**
 - There is a Diversity and Inclusion section on the Fire Online Google Site that focuses on equity, diversity, inclusion and anti-racism. Additionally, it highlights resources, training opportunities, inclusion concepts, definitions, current events, and initiatives offered by the City of Edmonton and Edmonton Fire Rescue Services.
- **City-Wide Anti-Racism Strategy**
 - Developed in 2020, this strategy includes internal training, a learning guide for senior leadership, and a guide for reviewing internal systems and policies.

Who to Contact

WHO CAN I CONTACT FOR MORE INFORMATION OR ADDITIONAL QUESTIONS?

- **Firefighter Recruitment Process:** firefighterrecruitment@edmonton.ca
- **Fire Outreach Programs and Initiatives:** frsoutreach@edmonton.ca
- **City of Edmonton Benefits:** 3-1-1