



Grimsby Fire and Emergency Services

Volunteer Firefighter Application

Application Instructions

PLEASE READ CAREFULLY

To be considered in the Volunteer Firefighter – Class III (Probationary) recruitment process, candidates must:

1. Attend one (1) of two (2) mandatory orientation sessions on June 19th or June 21st at the Grimsby Regional Training Center (167 Mountain Rd., Grimsby).
2. Meet the mandatory qualification requirements.
3. Submit a completed application form to Town Hall (160 Livingston Ave., Grimsby) on or before the application deadline of June 13th, 2025, at 1630 hrs
4. Ensure the submitted application for is accurate, legible and satisfies the supporting documentation requirements:
 - a. Resume and Cover Letter – include educational background and work experience.
 - b. Completed *Candidate Self-Assessment* questionnaire.
5. Application form **must be signed and dated by the applicant only.**

Incomplete, inaccurate, or illegible applications **will not** be considered.

Thank you for your interest in becoming a Volunteer Firefighter with
Grimsby Fire and Emergency Services!



For office use only

Grimsby Fire and Emergency Services VOLUNTEER FIREFIGHTER APPLICATION FORM

A. GENERAL INFORMATION

Applications for Volunteer Firefighter with the Town of Grimsby will be accepted up to June 13th, 2025 at 1630hrs.

Applications are to be directed to the Town of Grimsby's Human Resources department and must be submitted by one of the following methods:

- **By email** to hr@grimsby.ca – please note the following in the subject line: **2025 VFF Recruitment**
- **In person** to Town Hall, 160 Livingston Ave, Grimsby (Monday to Friday - 0830 – 1630hrs)

B. PERSONAL INFORMATION

The address provided here must match the address listed on your valid Ontario Driver's Licence and must be where you currently reside.

Last Name		First Name	
Address			
City		Postal Code	
Telephone		Mobile	
Email			

Are you over the age of 18 years? ☐ No ☐ Yes

Are you legally eligible to work in Canada? ☐ No ☐ Yes

Have you ever been convicted of a criminal offence for which you have not received a pardon? ☐ No ☐ Yes

Have you previously been employed by the Town of Grimsby? ☐ No ☐ Yes Year(s) Worked: _____

C. DRIVING EXPERIENCE

At minimum, candidates must possess a valid Ontario class "G" driver's licence.

Do you have a valid Ontario driver's licence? ☐ No ☐ Yes

If yes, please indicate class of licence: _____ ☐ Air Brake "Z" Endorsement (check if applicable)

Do you have training and/or experience in driving heavy (3-5 tonne) vehicles? ☐ No ☐ Yes

If yes, please provide details: _____

Other special driving skills or training (i.e., accident avoidance, skid control)? ☐ No ☐ Yes

If yes, please provide details: _____

Do you possess or have access to a motor vehicle at all times? ☐ No ☐ Yes

D. EDUCATION & TRAINING (at minimum, a high school diploma or equivalent is required)

<i>Complete all that apply</i>	School Name	Certificate/Degree/Diploma	Graduated?
<input type="checkbox"/> Grade 12 (or equivalent)			<input type="checkbox"/> N <input type="checkbox"/> Y
<input type="checkbox"/> Firefighter Prep Course			<input type="checkbox"/> N <input type="checkbox"/> Y
<input type="checkbox"/> Trade/Vocational School			<input type="checkbox"/> N <input type="checkbox"/> Y
<input type="checkbox"/> College			<input type="checkbox"/> N <input type="checkbox"/> Y
<input type="checkbox"/> University			<input type="checkbox"/> N <input type="checkbox"/> Y

Do you possess certification, training, or experience in any of the following areas?

(check all that apply and provide completion date and/or brief description)

<input type="checkbox"/> NFPA 1001 Firefighter Level I	_____
<input type="checkbox"/> NFPA 1001 Firefighter Level II	_____
<input type="checkbox"/> Fire Safety Systems (e.g., alarms, extinguishers)	_____
<input type="checkbox"/> Rescue procedures (e.g., lifeguard, auto extrication)	_____
<input type="checkbox"/> First Aid / CPR	_____
<input type="checkbox"/> PAD / Defibrillation Training	_____
<input type="checkbox"/> WHMIS	_____
<input type="checkbox"/> Occupational Health and Safety	_____
<input type="checkbox"/> Knowledge of breathing apparatus (e.g., scuba diving)	_____
<input type="checkbox"/> Building Construction	_____
<input type="checkbox"/> Computer Technology/Electronics	_____
<input type="checkbox"/> Leadership	_____

Other Certificates, Licences, Apprenticeships, or Programs:

E. RELEVANT EXPERIENCE

<i>Please check all that apply</i>	Number of Years	Department / Location
<input type="checkbox"/> Firefighter Experience	_____	_____
<input type="checkbox"/> Volunteer Firefighter Experience	_____	_____
<input type="checkbox"/> Police Experience	_____	_____

- ☐ Military Service _____
- ☐ Volunteer/Community Service _____
- ☐ Building Inspection/Code Enforcement _____

Please outline any other skills and experience you possess that may be relevant to this position:

F. PHYSICAL DEMANDS

Volunteer Firefighters are expected to competently perform the bona-fide occupational duties under all types of adverse conditions for prolonged periods of time (e.g., exceeding 4 hours or more) while wearing personal protective and rescue equipment weighing approx. 40lbs and up.

Are you able to lift / push / pull heavy objects? ☐ No ☐ Yes

If no, state restrictions: _____

Are you able to perform work that includes heights? ☐ No ☐ Yes

If no, state restrictions: _____

Are you able to perform work in confined/enclosed spaces? ☐ No ☐ Yes

If no, state restrictions: _____

Are you bothered by the sight of blood and/or other bodily fluids? ☐ No ☐ Yes

G. AVAILABILITY

Are you willing and able to participate in weekly training sessions and maintain a minimum quarterly attendance rate of 80% recruit training and 75% thereafter?	<input type="checkbox"/> No <input type="checkbox"/> Yes
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Are you willing and able to participate in the occasional weekend training program?	<input type="checkbox"/> No <input type="checkbox"/> Yes
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Are you willing and able to maintain a 35% quarterly attendance participation rate for emergency response during probation and 25% quarterly response rate thereafter?	<input type="checkbox"/> No <input type="checkbox"/> Yes
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Do you understand that in order to be available for emergency response, all firefighters must be fit for duty? (fit for duty means no limitations from drugs (including cannabis) or alcohol)	<input type="checkbox"/> No <input type="checkbox"/> Yes
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Please indicate the times that you are in Grimsby and available to respond to emergencies:

Monday to Friday: ☐ midnight to 6 am ☐ 6 am to 6 pm ☐ 6 pm to midnight

Saturday to Sunday: ☐ midnight to 6 am ☐ 6 am to 6 pm ☐ 6 pm to midnight

Other: _____

H. EMPLOYMENT INFORMATION

Current Employment Status

☐ Full Time ☐ Self-Employed ☐ Other _____

☐ Part Time (less than 35 hrs/wk) ☐ Student ☐ Unemployed / Retired

Current or Last Employer

Employment Dates

Start date

End date

Job Title/Position

Summary of Duties		
Name & Title of Supervisor		
Telephone Number (s)		
H. EMPLOYMENT INFORMATION <i>continued</i>		
Previous Employer		
Employment Dates	Start date	End date
Job Title/Position		
Summary of Duties		
Name & Title of Supervisor		
Telephone Number (s)		
I. OTHER INFORMATION		
<p>If you have other information that may be relevant to your application, please provide it here or as an attachment (i.e., resume and/or certificates).</p>		

J. APPLICATION SUBMISSION CHECKLIST

Please remember to attach the following when submitting this application form:

- ☐ Personal Resume
- ☐ Self Assessment Questionnaire

Optional:

- ☐ Current Certificates for Firefighting, Rescue and/or First Aid/CPR (if applicable)

K. ASSUMPTION OF RISK and STATEMENT OF UNDERSTANDING

I, the undersigned, recognize, understand, and agree to the following:

1. All applicants are required to participate in a volunteer firefighter recruitment process.
2. I recognize and understand that the recruitment process, including but not limited to the Occupational Assessment, may involve the risk of injury. Despite these and other risks, and fully understanding such risks, I hereby assume all the risks encountered while on Town of Grimsby's property during the recruitment process. I also hereby hold harmless the Corporation of the Town of Grimsby and indemnify them against any or all claims, action suits, procedures, costs, expenses (including attorney's fees and expenses), damages and liabilities arising out of, connected with, or resulting from my participation in the recruitment process. I hereby release the Town of Grimsby all such liability and I understand that this release shall be binding upon my representatives and assigns. I am aware by signing this Assumption of Risk and Statement of Understanding I am waiving certain legal rights which I, or my heirs, next of kin, executors, administrators, and assigns may have against the releasees.
3. I hereby certify to the Corporation of the Town of Grimsby that I am in good health and do not suffer from a medical condition or other ailment which could be exacerbated by exertion. I further certify that I am 18 years of age or older.
4. If my application is accepted for review, acceptance by the Fire Department is conditional upon successful completion of the following:
 - a. Physical Ability, Acrophobia and Written Assessment Testing;
 - b. Interview;
 - c. Vulnerable Sector Clearance Check;
 - d. Medical Assessment;
 - e. Copy of valid Driver's licence & current Driver's Abstract
 - f. Reference Checks; and
 - g. Recruit Training plus One-Year Probationary Period.
5. If accepted as a Volunteer Firefighter, I will be required to maintain residency within the municipal boundaries of the Town of Grimsby.
6. If accepted as a Volunteer Firefighter, I will be required to maintain the minimum quarterly attendance requirements as outlined in the Volunteer Firefighter 2025 Recruitment Guide
7. Acknowledge that I have read & understand the Volunteer Firefighter 2025 Recruitment Guide
8. Acknowledge that I will voluntarily resign from GFD should I no longer be able to fulfill my attendance commitments to emergency response and training.
9. By submitting this application, I declare that the information provided here is true and complete to the best of my knowledge. I hereby give consent to The Corporation of the Town of Grimsby to conduct verification of the information given, as required. I understand that any false statements, concealment, or deliberate omission of material fact made by me may be sufficient cause for cancellation of the application and, if I have been accepted as a Volunteer Firefighter, for immediate dismissal from The Corporation of the Town of Grimsby.

Applicant Signature: _____

Printed Name: _____

Date of Signature: _____

Witness: _____

We thank all applicants for their interest, however only those selected for an interview will be contacted.

The Town of Grimsby is an equal opportunity employer committed to an inclusive, barrier-free recruitment and selection processes, and work environment. We will accommodate the needs of applicants under the Human Rights Code and Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment process. Please contact the Office of Human Resources, hr@grimsby.ca if you need assistance.

Personal information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of candidate selection.