



# Recruit Application Book



## Message from the Chief



Box 340 - 385 Horse Lake Road  
100 Mile House, BC V0K 2E0  
Phone: 250-395-2152 Fax: 250-395-2100  
[www.100milefire.com](http://www.100milefire.com)

Interested Applicant:

100 Mile House Fire-Rescue Service is committed to providing the most effective and efficient Fire-Rescue Service to our community and surrounding area. This is accomplished by the recruitment, training and retention of community members like you that make up the core asset of the department.

Being a Paid-On-Call fire fighter will provide you with personal rewards, a sense of self-pride and satisfaction, raise self-esteem and give you a tremendous sense of accomplishment for a job well done. Being a member of the department and providing this valuable service benefits the community and will provide you with a great life experience.

Joining our department as a Paid-On-Call fire fighter requires a serious commitment. Your decision to join us should not be made quickly or lightly and you should give careful consideration to the many factors associated with providing this service to our community.

This package has been put together to give you an insight to the commitment and requirements needed to be a member of our department and assist you in making your decision. Once you have an understanding of what is involved in being a member of our team, you may find that this team is exactly what you are looking for and a great way to give back to your community.

Sincerely,

Roger Hollander,  
Fire Chief  
100 Mile House Fire-Rescue Service





**100 Mile House Fire-Rescue Mission Statement**  
***100 Mile House Fire-Rescue is committed to protecting the citizens, property and environment within our community.***

We will accomplish our mission through prevention activities, fire suppression, rescue services, medical services, hazard mitigation and other related emergency and non-emergency services.

**Vision Statement**  
***To be recognized as a leader by our community and peers for consistently providing quality emergency services in an efficient manner.***

Our primary goal is the protection of the public in three ways:

**To prevent** fire and other emergencies from occurring, through planning, public education and fire safety code enforcement programs.

**To be prepared** for emergencies through ongoing training, public education, planning, and equipment maintenance.

**To deliver** our services in a professional and courteous manner.

Qualities common to and expected of 100 Mile House Fire-Rescue members:

**Respect:** Treat all citizens as if they were your mother, father, brother or sister, and treat them as you would expect to be treated.

**Teamwork:** Achieve positive outcomes with efficient, co-operative effort.

**Leadership:** Set the example and lead regardless of rank or position – don't be afraid to make a decision.

**Excellence:** Strive to provide consistent, outstanding services through training and education.

***The success of our service is measured by our ability to prevent and reduce pain, suffering, loss of life and property damage.***



## **The Nature of Fire fighting**

The Fire Service is a diverse and challenging profession that offers many different types of personal rewards. It is this diversity that inspires men and women to become fire fighters and serve their communities.

A strong desire to help people and protect your community is needed to be a member of our department along with courage and the willingness to learn new skills and face new challenges. You need to be able to control your emotions during times of crisis and meet the challenges you face.

Fire fighters are trained to respond to and handle many different types of incidents from a dumpster fire to a structure fire, motor vehicle incidents to offering medical aid. Emergencies can happen at any time of the day or night during all types of weather, from rain and snow to extreme cold and heat. The work of a fire fighter is hot, sweaty, dirty and strenuous combined with the hazardous environment we perform it in; it is not for the meek or timid.

### **100 Mile House Fire-Rescue History**

#### **The Early Years**

100 Mile House Fire-Rescue began as an unofficial brigade in 1954, after fire engulfed the Bridge Creek Estate Garage and 100 Mile's first movie house burned the previous year. In 1956, the official volunteer fire department was formed with Ross Marks as 100 Mile's first fire chief.

#### **Fundraising**

Throughout the years, garage sales, dances and other events have been held by department and ladies' auxiliary members to raise money for fire service necessities. In 1979, members raised \$10,000 in only a few months toward the purchase of the Jaws of Life; and many vehicles have been purchased with dollars raised by the department.

#### **The Department Today**

Over the past few years, we have seen a steady increase in the number of annual calls; with this increase, the average paid-on-call member spends approximately five hours per week completing fire department duties such as weekly training and responding to emergencies.

100 Mile House Fire-Rescue has evolved from not only fire suppression, but now also includes rescue services, medical aid, and public education and awareness programs. The department also has its own training facility that is fully accredited by the Justice Institute of British Columbia.

The continuing commitment and dedication of our past, present, and future members enables 100 Mile House Fire-Rescue to provide the community with a high level of service.



## 100 Mile House Fire-Rescue Training



*District of 100 Mile House Emergency Services Training Centre*

### **Our members receive training in the following areas:**

- NFPA 1001 Level II Fire Fighter Standard
- First Responder Medical Care
- Fire Apparatus Driving and Operation
- Vehicle and Embankment Rescue
- Fire Prevention

### **Duties include (but not limited to):**

- Training
- Fire Suppression
- Medical Response
- Auto Extrication
- Public Education
- Hall Maintenance

### **Members have continued on to careers with:**

- Calgary Fire Department
- Vancouver Fire Department
- West Vancouver Fire Department
- Coquitlam Fire Department
- Rio Tinto Industrial Fire Department

## **Community Programs**

### **P.A.R.T.Y. Program**

PARTY stands for Prevent Alcohol and Risk-Related Trauma in Youth and is a series of presentations to help young people make smart choices. Emergency workers visit schools to show students the consequences of bad choices, such as drinking and driving.

### **Muscular Dystrophy Boot Drives**

Canadian fire fighters have been involved with Muscular Dystrophy Canada since 1954. The money they raise through boot drives and other events goes toward research for a cure.

### **Fire Safety Programs**

Fire hall members visit schools and workplaces to teach people the importance of fire safety. These presentations include hazard recognition and extinguisher training.

### **Community Events**

The department is annually involved in numerous community events, including the Santa Claus Parade, High School Grad ceremonies and Banker's Variety Night.



## **Paid-On-Call Fire Fighting**

Paid-On-Call fire fighters participate in training, prevention, fire, rescue and medical operations.

Upon acceptance and regardless of prior training or experience, all new Paid-On-Call fire fighters will complete the required Recruit Training program, followed by weekly training scheduled every Wednesday evening. During this training you will be taught all the necessary skills to safely and professionally deal with a variety of emergencies situations. The majority of our training is completed at the Emergency Services Training Centre and is instructed by certified instructors.

***The continuing commitment and dedication of our past, present, and future members enables us to provide our community with a service level they deserve and expect.***

### **Frequently Asked Questions**

Q: Can females be Paid-On-Call members?

A: Yes, we strongly encourage women to apply.

Q: How long does it take to be contacted after I submit my application?

A: Allow ten business days to be contacted by the fire department.

Q: Is a criminal record check required prior to acceptance and is there a cost?

A: Yes, a criminal record check is required upon acceptance to the recruit program and there is no charge for this check.

Q: Is a copy of my driving record required prior to acceptance and is there a cost?

A: Yes, a copy of your driver's license abstract is required and must be current within the last 15 days of your application date. Any costs to obtain this information are at your expense.

Q: Will I be reimbursed for any of my expenses during the application process?

A: Yes, if you are successful in your recruit training and probationary period, you will be reimbursed for your expenses.

Q: What is the cost of the required training?

A: All training costs are covered by the department.

Q: What is the recruit training schedule?

A: Recruits will be expected to participate in Wednesday night training sessions and complete the Recruit Program. Recruit training begins in March of each year and takes approximately two months to complete.

Q: How much will I have to pay for my protective equipment/gear?

A: All protective equipment/gear is provided by the department. It is your responsibility to keep this equipment/gear clean and in good working condition.

Q: How often will I be on call to respond to emergencies?

A: Our department depends on all of its Paid-On-Call members to respond to emergencies. Our department runs 24/7, 365 days a year. This is a major commitment that needs careful consideration before you undertake it. The department realizes that no one can be available





all the time, but it relies on the commitment of its Paid-On-Call members to respond whenever available. Potential members should be aware that this commitment cannot be taken lightly as their response to emergencies is a lifeline to the public they serve.

Q: How quickly will I be expected to respond to emergencies?

A: Our department expects that once a page has been sent out, all available members respond to the fire hall as soon as possible.

Q: How long do emergency incidents last?

A: The average incident is less than one hour, although a working structure fire may extend to three or more hours. It all depends on the type of incident we are responding to, as each situation will be different.

Q: Who provides insurance coverage for my activities as a Paid-On-Call?

A: Normal Workers' Compensation coverage is in effect whenever the individual member is performing their duties as a Paid-On-Call fire fighter. The District of 100 Mile House also has insurance under which you would be covered, such as weekly indemnity and life insurance.

Q: Do Paid-On-Call fire fighters get paid for their services?

A: Yes, all members receive payment for required training and for all emergency call outs.

Q: Is there a social aspect to belonging to the department?

A: Yes. In addition to the contribution to the community, fire fighters often find personal satisfaction in belonging to the department. Members participate in regularly fire hall socials, including our annual Appreciation Dinner. Also, some members compete on hockey teams, fire fit challenges, and various other evolutions, as well as a number of community events. We also hold a number of activities for the children of our members including a Christmas Party, Summer BBQ, Easter Party, etc.









# Application Book



**100 MILE HOUSE FIRE-RESCUE  
PERSONNEL APPLICATION**



Box 340 - 385 Horse Lake Road  
100 Mile House, BC V0K 2E0  
Phone: 250-395-2152  
Fax: 250-395-2100  
www.100milefire.com

*Accurate, legible completion of this application form is the first step in the screening process. Incomplete or inaccurate applications will not be accepted. Please supply all information requested.*

NAME: \_\_\_\_\_ / \_\_\_\_\_  
Last Name First Name(s)

TELEPHONE (Home): \_\_\_\_\_ TELEPHONE (Work): \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ BIRTH DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ PERSONAL HEALTH #: \_\_\_\_\_  
year / month / day

BC DRIVER'S LIC #: \_\_\_\_\_ CLASS: \_\_\_\_ AIR? YES  NO  RESTRICTIONS: \_\_\_\_\_

DO YOU HAVE YOUR OWN VEHICLE FOR TRANSPORTATION? YES  NO

EMAIL: \_\_\_\_\_

Citizenship: \_\_\_\_\_

How long have you resided in the area? \_\_\_\_\_

Do you have any phobias (height, enclosed spaces, etc.?) YES  NO

If yes, please explain: \_\_\_\_\_

Describe your skills applicable to the Fire Service: \_\_\_\_\_

Describe your main hobbies and interests outside of work: \_\_\_\_\_



**Application Part 2 - EDUCATION**

Last Secondary School grade completed (or equivalency): \_\_\_\_\_

Post Secondary, Vocational or Trade Training: YES  NO

Subject, degree or qualification: \_\_\_\_\_

Any additional qualifications or courses? \_\_\_\_\_

Previous fire fighting experience (where and when): \_\_\_\_\_

\_\_\_\_\_

Previous first aid experience (where and when): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**APPLICATION Part 3 - WORK EXPERIENCE**

Are you presently employed:

full time (more than 35 hours/week) \_\_\_\_\_

part-time (more than 25 hours/week) \_\_\_\_\_

part-time (less than 25 hours/week) \_\_\_\_\_

student \_\_\_\_\_

other / self-employed (please explain) \_\_\_\_\_

\_\_\_\_\_

Present Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_

Is your job site in the fire protection area? YES / NO Employer Phone: \_\_\_\_\_

Would your company allow you to respond to emergency calls during working hours?

Always  Usually  Rarely  Never

What are your regular hours of work? \_\_\_\_\_

Are you a shift worker? YES  NO

If so, please explain hours and days of work: \_\_\_\_\_

Are you normally available to respond to daytime emergencies? (Monday to Friday between the hours of 7 am and 6 pm)

Always  Usually  Rarely  Never

If accepted by the Fire Department, you are required to attend evening, daytime or weekend practices or training sessions. Can you meet this requirement? YES  NO

**WHY DO YOU THINK YOU WOULD BE AN ASSET TO THIS DEPARTMENT?**

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**NEXT OF KIN**

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
PHONE (Work): \_\_\_\_\_ (Home): \_\_\_\_\_

**REFERENCES**

Please name two references not related to you:

- 1. Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_
  
- 2. Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

DRIVER'S ABSTRACT INCLUDED? YES  NO

CRIMINAL RECORD CHECK INCLUDED? YES  NO



**100 MILE HOUSE FIRE-RESCUE**  
**APPLICANT'S PRACTICAL EVALUATION READINESS QUESTIONNAIRE**  
*CONFIDENTIAL WHEN COMPLETED*

This questionnaire is designed as a condition to the rigorous physical fitness requirements for Fire Department applicants.

- |  | Yes                      | No                       |
|--|--------------------------|--------------------------|
| 1. Have you even been bothered by shortness of breath?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Have you had frequent bouts of respiratory problems, such as influenza, asthma or pneumonia?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Have you any back problems that would prevent you from lifting heavy objects?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Has your doctor ever said you have heart trouble?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Do you often feel faint or have spells of severe dizziness?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Do you frequently have pains in your heart or chest?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Has a doctor ever said your blood pressure was too high?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Has your doctor ever told you that you have a bone joint problem such as arthritis, that has been aggravated by exercise, or might be made worse with exercise? | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Is there any good reason not mentioned here why you should not undergo strenuous physical testing or exertion, even if you wanted to?                           | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Do you have any allergies?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. <b><u>Are you in good physical shape and accustomed to vigorous exercise?</u></b>  | <input type="checkbox"/> | <input type="checkbox"/> |

**Other than question 11, if you answered YES to one or more of the above questions:**

- (a) Consult with your personal physician. Explain which questions you answered "Yes" to on this questionnaire and show your physician this sheet.
- (b) You will not be allowed to participate in the practical evaluation unless you present a written statement from your physician indicating that you are cleared to participate.

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Signature

Print Full Name

Date

## Applicant Statement

I, the undersigned, apply to enroll as a recruit member of the Fire Department and, if accepted, undertake to perform such duties as may be assigned to me by the Fire Chief or his delegated representative.

I understand that if accepted as a recruit firefighter, I will have to complete a six-month probation period. I understand that promotional opportunities will depend upon positions becoming available, the results of work performance, training evaluation, the recommendation of the Fire Officers and approval of the Fire Chief.

I verify that the information contained on this application form is true and accurate.

I hereby give consent to the District of 100 Mile House to conduct verification of the information given, as required.

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Signature

Print Full Name

Date

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## In Closing

The members of the 100 Mile House Fire-Rescue wish to thank you for your interest in joining them in a rewarding way to contribute to your community.

If you have any further questions about this application or would like any more information about 100 Mile House Fire-Rescue, please feel free to contact Fire Chief Roger Hollander 250-395-2152 or any member of the department.

We look forward to working with you in the near future.

