

Firefighter Recruitment Guide



Building a Better Gateway



July 7, 2016

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St. John's International Airport Authority
Emergency Services
Term Firefighter Recruitment
2016

Airport Terminal Building
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Organizational Profile

The St. John's International Airport Authority is a private, not-for-profit organization responsible for the airport's operations on behalf of the community we serve. The Airport is considered a "downtown" airport as it is situated just minutes from the downtown core, but has no noise restrictions. The Airport is the second largest in Atlantic Canada based on the number of passengers and is the most easterly in North America. Currently serving 1.5 million passengers annually, the Airport plays a significant role in facilitating the economic growth and development of the region. Growth at the Airport has been significant, with passenger traffic more than doubling since the Airport was privatized in 1998, making it one of the busiest airports in Canada today.

On a daily basis, St. John's International Airport has over 80 arriving and departing flights to and from 12 destinations in Canada, the US and Europe, with connections to anywhere in the world. The Airport is served by six major airlines: Air Canada, WestJet, Porter Airlines, Provincial Airlines, Air Labrador and Air Saint Pierre. In addition, Sunwing, Air Transat and National Airlines provide seasonal service to destinations within Canada and to the United States and the Caribbean.

Vision

*We will create
an exceptional airport experience
at Newfoundland & Labrador's premier gateway*

community leader | enabling prosperity

Airport Operations

St. John's International Airport is the premier transportation gateway to Newfoundland and Labrador, currently serving approximately 1.5 million passengers annually. Approximately 70 per cent of all non-resident visitors who travel by air to and from the province do so through our Airport. Our Airport therefore plays a significant role in facilitating the economic growth and development of our region.

St. John's International Airport Authority stimulates economic activity by providing an efficient transportation facility that opens up Newfoundland and Labrador to the world. Every day, thousands of people travel through our facility for the purposes of business and leisure, such that 70% of non-resident air travellers entering and exiting our province do so through St. John's International Airport.

Emergency Response Services

Protecting our passengers, employees, airport partners and the communities we serve is a top priority. St. John's International Airport Emergency Service (ES) operate 24 hours a day, seven days a week. SJIAA Emergency Services has a published ARFF Category 7 level of service with Category 8 available with 3 hours prior notice. The station is equipped with two (2) C-7000 Waltek and one (1) C-5500 Waltek fire truck. The emergency response ARFF vehicles are supported with a fully equipped Casualty Care Unit (CCU) and a rapid response light rescue vehicle. Emergency Services personnel specialize in aircraft rescue and firefighting procedures and also support structural and other emergency service response agencies when able. SJIAA Emergency Services conduct fire and life safety inspections of all Airport Authority owned facilities as well as provide other support activities such as wildlife control for other Airport Operations departments.

Facilities & Infrastructure

St. John's International Airport has two main runways and three separate apron areas, connected by eight (8) hard surface taxiways. These runways are strategically aligned to accommodate heavy cross winds. At a length of 8,500 feet, the principal runway (Runway 11/29) has been utilized by all sizes of aircraft and is supported by a Category III instrument landing system, which became operational in 2016.

St. John's International Airport Authority has invested \$160 million to enhance and improve the Airport's facilities since the Airport was privatized in 1998. The unprecedented growth in passenger volume experienced at the Airport and the identified areas for operational improvements for the airfield has culminated in a \$243 million further investment in the Airport's facilities to accommodate the forecasted annual 1.9 million passengers by 2020. This Plan includes an expansion to the Airport Terminal Building that will be constructed in two phases. When construction is complete in 2020, the Airport Terminal Building will be more than double its existing size, measuring close to 400,000 square.

The Position

Duties:

We are currently seeking the services of **Term Firefighter(s)**. Reporting to the Shift Captain, this position's primary responsibilities involve:

- Operating standard and specialized apparatus to combat fires and is responsible for such equipment on emergency response;

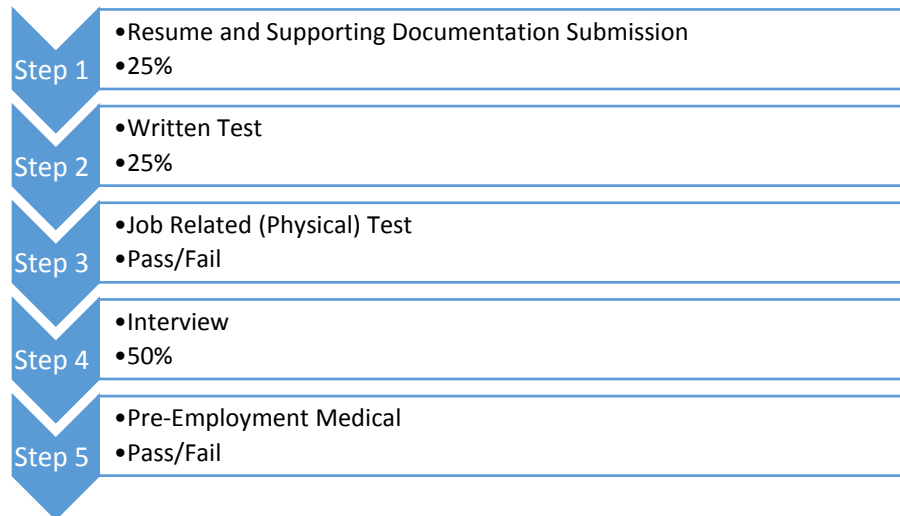
- Performing rescue operations by providing a fire free escape route for the safe evacuation of passengers and crew and by participating to the extent possible in the evacuation of occupants;
- Supporting other agencies in the event of a structural fire and assists in evacuation and rescue duties;
- Participating in the ongoing firefighting training program;
- Carrying out fire prevention and safety activities;
- Performing routine maintenance of firefighting and rescue equipment;
- Carrying out other related and non-related duties, as determined by management.

Qualifications:

- Possess NFPA 1001, Level 2 Firefighter certification from a IFSAC or ProBoard certified Fire Service Training Facility; in such cases you must quote **your IFSAC seal number or ProBoard number**;
- Preference will be given to candidates who also possess NFPA 1003 Airport Firefighter certification;
- Medically fit to perform the required duties, as assessed by SJIAA's physician;
- Physically fit to perform firefighter duties, in accordance with SJIAA's approved standard (Please see below for details);
- Successful completion of high school or equivalent;
- Class 5 NL Driver's License, with Class 9 airbrake endorsement or out-of-province equivalents for non-residents. A copy of current driver's abstract is required;
- Standard First Aid for Firefighter's Certificate, or equivalent as accepted by the SJIAA;
- Must be able to obtain a Restricted Airport Security clearance;
- Ability to use e-mail and to input/retrieve data from other software applications;
- Ability to produce basic presentations using Microsoft PowerPoint.

The Hiring Process

The SJIAA's hiring process consists of five (5) steps and will be weighted as follows:



Step 1:

Candidates will be screened in accordance with their experience and the stated qualifications for the position. A maximum of twenty (20) candidates will progress to Step 2.

Candidates will be screened out of the competition at step 1 for failure to provide either of the following items by the competition closing date:

- Copy NL Driver's Abstract or, out-of-province equivalents for non-residents;
- Copy of resume;
- Proof of the advertised qualifications (**i.e. certifications, training documentation including high-school diploma, first aid certificate, etc.**).

Step 2:

Knowledge will be assessed based on a written test.

The written exam is specifically designed for entry-level firefighter candidates and will be based upon the 6th edition of the "IFSTA Essentials of Fire Fighting." The 1½ hour written test will consist of 100 multiple choice questions. The questions and answers will have been chosen based upon any/all study material (ie. textbook, study guides, etc) provided by IFSTA.

A minimum score of 70% is required to pass the written test. Candidates who do not obtain a passing score will be screened out of the competition at Step 2.

Step 3:

Proper documentation (certificate) must be provided indicating you have successfully passed the job-related (Physical) test, including VO2 max testing and must include the candidates name and date of testing.

Please note:

- SJIAA can assist with making the test arrangements; however, it is ultimately the candidates responsibility to make such arrangements with an accredited testing organization;
- The documentation (**certificate**) provided to the SJIAA must have an issue date within twelve (12) months of the closing competition date;
- All costs associated with the test, including VO2 max testing, are the sole responsibility of the candidate;
- The candidate is responsible to ensure that the accredited testing organization provides documentation stating a VO2 max test was conducted as part of the testing.

The following Job-Related Physical Tests are acceptable to the SJIAA:

- York Test
- Candidate Physical Ability Test (CPAT)
- Canadian Forces Fire Marshall’s Firefighter Pre-Entry Fitness Evaluation (CFFM’s FPFE)

Candidates are able to use any organization that is accredited in providing a formal certificate in the tests above.

To assist candidates in determining accredited facilities, below is a list of organizations known to administer the tests above. This list is not an all-inclusive list:

Path Corporation (CFFM’s FPFE)	www.path-corporation.com
University of Waterloo (CPAT)	uwfitness.uwaterloo.ca
York University (York)	email: fityork@yorku.ca
University of Alberta (CFFM’s FPFE)	www.physedandrec.ualberta.ca/en/
University of Manitoba (CFFM’s FPFE)	umanitoba.ca/faculties/kinrec/bsal/programs/occupation/fire/

Step 4:

Knowledge, experience, skills and abilities will be assessed based on performance in a job related interview.

Candidates will be required to list three (3) references for the purposes of verifying their suitability.

At the completion of Step 4, the results from steps 1, 2, & 4 will be tallied to a value of 100%. The SJIAA will select those candidates with the highest ratings who have passed the job related (physical) test until we have reached the required number of term firefighters and those candidates will move on to Step 5.

Step 5:

Candidates will be required to pass the SJIAA Pre-Employment Medical Examination, carried out by *Fit For Work*. Candidates are reminded that Stage 5 is a Pass/Fail component of the selection process, and passing the pre-employment medical is a condition of employment.