



Firefighter Recruitment Selection Guide



ST. JOHN'S
International Airport Authority





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A Message from the Manager, Emergency Response and Planning

Thank you for your interest in joining the St. John's International Airport Authority's Emergency Services Department.

As Manager, Emergency Response and Planning, I also am the Airport Authority's Fire Chief, and have the immense pleasure of leading a highly skilled and professional team.

There are several career paths available in today's fire service environment, and working in the aviation sector presents a different set of both opportunities and challenges. You will be surrounded and supported by a well-experienced team of Captains and Fire Fighters.

The St. John's International Airport Authority's Emergency Services Department is built on a foundation of teamwork and collaboration. We recognize our profession carries significant responsibility, and by adhering to the highest ethical standards, participating in ongoing training, and with interoperability with our regional partners, we ensure the safety of the entire community.

We place a strong emphasis on equity, diversity, and inclusion and we strive to create an environment where each member performs at their best each day.

Thank you again for your interest in joining our team.

Respectfully,

Roy Langmead
Manager, Emergency Response and Planning
St. John's International Airport Authority

St. John's International Airport Authority
Emergency Services - Firefighter Recruitment
1 Permanent Full Time and Eligibility List
Airport Terminal Building 100 World Parkway
St. John's, NL A1A 5T2
www.stjohnsairport.com



Organizational Profile

Recognized as a Top Employer in Atlantic Canada for 2024, the St. John's International Airport (SJIAA) is a not-for-profit, non-share capital corporation with a mission to connect Newfoundland and Labrador to the world. A catalyst for economic growth, we strive to provide safe, efficient, and sustainable air transportation services. We generate our own revenue, raise our own capital, pay municipal taxes, and pay annual ground rent to the Government of Canada to operate the Airport on behalf of the community we serve. We are committed to offering an exceptional airport experience for our passengers and to enhancing the economic and social well-being of our community.

Airport Operations

St. John's International Airport is the premier transportation gateway to Newfoundland and Labrador. Our Airport 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, people travel through our facility for the purposes of business and leisure.

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 operate 24 hours a day, seven days a week. Emergency Services personnel specialize in aircraft firefighting, 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 seven 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 10/28) has been utilized by all sizes of aircraft and is supported by a Category III instrument landing system, which became operational in 2016. For more information, please visit our website.



The Position

Duties

Reporting to the Shift Captain, this position's primary responsibilities involve:

- Operating standard and specialized apparatus to combat fires on emergency response;
- Provide 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;
- Participating in the ongoing firefighting training program;
- Carrying out fire prevention and safety activities;
- Performing routine maintenance of firefighting equipment;
- Carrying out other related and non-related duties, as determined by management.

Qualifications:

- Possess NFPA 1001 Firefighter II 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, and/or certified to Canadian Aviation Regulations standards 323.14.
- 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 and CPR training (St. John Ambulance or equivalent recognized course) as accepted by the SJIAA;
- Physically fit to perform firefighter duties, in accordance with SJIAA's approved standard (as noted in Step 4 of the hiring process);
- Medically fit to perform the required duties, as assessed by SJIAA's physician;
- The ability to obtain and maintain a valid Restricted Area Identification Card (RAIC) and Airside Vehicle Operator Permit (AVOP);
- Ability to use e-mail and to input/retrieve data from other software applications;
- Ability to produce and deliver presentations using Microsoft PowerPoint.
- As this is a safety sensitive position, a drug and alcohol test will be required as a condition of employment.
- Satisfactory Certificate of Conduct and Vulnerable Sector check issued within the last six months, will be required as a condition of employment.



The Hiring Process

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

STEP 1	Resume & Supporting Documentation Submission	20%
STEP 2	Written Test	30%
STEP 3	Interview	50%
STEP 4	Job Related (Physical)	Pass/Fail
STEP 5	Pre-Employment Medical	Pass/Fail

Step 1

Candidates will be screened in accordance with the stated qualifications for the position. 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:

- Submission of resume;
- Proof of the advertised qualifications.

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 7th edition of the "IFSTA Essentials of Fire Fighting Level II." The 90 minute 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

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 3, the results from steps 1, 2, & 3 will be tallied to a value of 100%.

The SJIAA will select those candidates with the highest ratings who will move on to Step 4 and 5.

Step 4

Proper documentation (certificate) must be provided indicating successful completion of the job-related (Physical) test, including VO2 max testing. The documentation must include the candidates name and date of testing.

Please note:

- It is 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 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.



Step 5

Candidates will be required to pass the SJIAA Pre-Employment Medical Examination and as this is a safety sensitive position, a drug and alcohol test will be required as a condition of employment. Both the pre-employment medical and drug and alcohol testing will be carried out by our medical provider.

Candidates are reminded that Stage 5 is a Pass/Fail component of the selection process, and passing the pre-employment medical and drug and alcohol test are all conditions of employment.

As a condition of employment, candidates will be required to provide a Satisfactory Certificate of Conduct and Vulnerable Sector check issued within the last six months.





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