



## District of Taylor

### Employment Opportunity

#### Firefighter Apprentice 8 Week – Canada Summer Job Position Protective Services

Reporting to the Fire Chief, the Firefighter Apprentice position will include a variety of maintenance and firefighter skills that the candidate will have the opportunity to learn and perform. The focus of this position will be to educate and allow the incumbent the opportunity to experience many aspects that the firefighter trade can offer.

This position in conjunction with the Canada Summer Jobs program is an initiative of the Youth Employment and Skills strategy, which aims to provide flexible and holistic services to help all young Canadians develop the skills and gain paid work experience to successfully transition into the labour market.

The ideal candidate will have the ability to meet the physical requirements of lifting up to 50 pounds, working for various durations including bending and standing. It would be considered an asset if the incumbent also possessed First Responder (British Columbia) license with CPR.

The hours of work for the position are 35 hours per week, for 8 weeks. The position's pay will be \$16.20 per hour. Anticipated start date of Tuesday the 28th of June 2022.

With your resume, please provide a cover letter that articulates how your skills and abilities make you the best candidate for this position. **Submissions will be received until Wednesday, June 8th at 4:00 p.m. local time.** While the District appreciates all applicants, only those short-listed will be contacted.

Please address your application to: Lisa Ford

Email to: [lford@districtoftaylor.com](mailto:lford@districtoftaylor.com)

Drop off at District of Taylor Office:  
District of Taylor  
10007 100A Street  
Taylor, BC



## DISTRICT OF TAYLOR

### Firefighter Apprentice (Canada Summer Jobs)

### Job Description

**Title:** Firefighter Apprentice

**Date:** May 18, 2022

**Department:** Protective Services

**Job Category:**

**Reports To:** Director, Protective Services

**Job Number:**

**Interacts With:** Staff, Volunteers, Public

**Wage:**

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#### **General Summary:**

This position in conjunction with the Canada Summer Jobs program is an initiative of the Youth Employment and Skills strategy, which aims to provide flexible and holistic services to help all young Canadians develop the skills and gain paid work experience to successfully transition into the labour market.

The position includes a variety of maintenance and firefighter skills that the incumbent will have the opportunity to learn and perform. The focus of this position will be to educate and allow the opportunity to experience many aspects that the firefighter trade can offer.

#### **Primary Duties and Responsibilities:**

##### **General**

- Present and maintain a professional, positive and tactful attitude when dealing with internal and external stakeholders. Supports and champions the activities of a respectful workplace
- Understands, complies and reinforces the District of Taylor policies, programs and guidelines applicable to the department
- Provides excellent services to the community, ensuring professional, friendly, and efficient interactions with community members
- Actively engaged in appropriate, accurate, timely, and transparent communication flow with stakeholders (both internally and externally) to ensure accurate information is shared on an ongoing basis

##### **Health and Safety**

- Awareness of and dedication to working safely according to applicable standards, policies, and procedures
- Responsible for the proper maintenance and safety of assigned tools and equipment by cleaning and checking tools and equipment after use and reporting major defects

##### **Protective Services**

- Responds to emergencies in a non-emergency capacity to gain experience for the purpose of fire suppression, health and medical emergencies, vehicular accidents, hazardous material scenes, and other emergencies that might arise

- Participates in fire prevention, pre-planning, and providing general maintenance of firefighting equipment, apparatus and the fire station
- Performs general cleaning of all areas of the fire hall, apparatus and equipment as directed. Under supervision, performs preventative maintenance activities on specific fire department equipment
- Assists with fire hose annual testing
- Participates in the development of pre-incident plans
- Assists with fire safety building inspections

### **Requirements and Qualifications:**

#### **Education and Experience:**

- Between 15 and 30 years of age at the start of the employment
- First Responder (British Columbia) with CPR would be considered an asset
- Previous firefighter knowledge would be considered an asset

#### **Knowledge, Skills, and Abilities:**

- Strong attention to detail
- Able to communicate in a professional and courteous manner with customers and team members
- Written and verbal communication skills, including the ability to interpret shift tasks from a written list left by a supervisor
- Able to stay on task even when completing jobs that may be very routine or mundane
- Able to manage and maintain a positive attitude in a fast-paced work environment
- Able to manage and work efficiently with little supervision
- Effective time management skills
- Proficient computer skills (MS Office)

#### **Other Requirements:**

- Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment
- Have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations
- Clear Criminal Record Check (including vulnerable sector)

### **Working Conditions (environmental conditions, physical demands, travel, etc.):**

- This position is a temporary 8-week full-time role as per the Canada Summer Jobs Program requirements
- Although there is some schedule flexibility, due to the nature of the work, employees can expect to perform shift work with a varied work week schedule. There is limited availability for extended time off during the season
- Able to perform physical labour, stand for long periods of time, and must have sufficient physical strength, stamina, agility, and coordination to permit the performance of medium to heavy manual effort in a variety of locations and weather conditions.

**Disclaimer:**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Related duties, responsibilities and activities may be assigned at any time with or without notice.

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**Approval:**

Tyla Pennell, Acting Chief Name/Title	Administrative officer	 Signature	May 19, 2022 Date
Steve Byford, Fire Chief Name/Title		 Signature	May 19, 2022 Date