

Firefighter – Reserve List

Position: Firefighter
Job Posting: 001-001-2026
Department: Fire
Division: Suppression

Status: Full Time
Hours: Shiftwork / 24-Hour Schedule
Posted: November 21, 2025
Closes: December 18, 2025, 4:30pm

Sault Ste. Marie Fire Services is comprised of 4 divisions including: Fire Suppression, Fire Prevention and Public Education, Support Services, and Community Emergency Management. Resources are deployed from strategically located Response Centres to provide the community with optimum response times.

The Sault Ste. Marie Fire Service is a proud partner within our community that provides exceptional service through prevention education, protection and wellness. Our Core Values are Public Safety, Firefighter Safety, Customer Service, Integrity and Honesty.

We are currently seeking highly talented individuals who have a keen interest in serving the public to become part of our Firefighter - Reserve List for potential future Firefighter opportunities.

Candidates will undergo a series of selection criteria, including, but not limited to:

- Medical (Vision and Hearing) Assessment
- Candidate Physical Ability Test
- Acrophobia Test
- Clinical Assessment
- Tread Water Test
- Aptitude Exam
- Emotional Stability and Resiliency Assessment
- Human Relations Assessment
- Interview(s)

Visit our website regarding Firefighter Selection for full details at www.saultstemarie.ca/jobs

To apply for this exciting opportunity, please submit a cover letter and resume with your Application Package:

E-mail to: human.resources@cityssm.on.ca
Subject line: 001-001-2026 Firefighter

Be sure to provide proof of the following mandatory information with your application:

- Secondary School Diploma; or equivalent
- Completion of NFPA 1001 Firefighter Level I and II, IFSAC or PRO-Board, including NFPA 1072 (previous 472) Hazardous Materials Awareness & Operations; or in progress prior to November 21, 2025, with completion prior to May 21, 2026.
- If applicable - OFMEM Grandfathering Letter stating that the requirements for NFPA 1001, Level I & Level II based on experience or knowledge have been met.
- Valid Ontario Class 'DZ' License, unrestricted
- Current Drivers Abstract
- Valid First Aid and CPR certification, minimum Level C
- Emergency Medical Response Certification, is preferred

❖ We thank all applicants for their interest; however, only those selected to move forward with the process will be contacted.

❖ *The Corporation of the City of Sault Ste. Marie is an inclusive employer. Accommodation is available in accordance with the Ontario Human Rights Code and the Integrated Accessibility Standards Regulation, Part III, Employment Standards.*

❖ *In accordance with the Municipal Freedom of Information & Protection of Privacy Act, all information is collected under the authority of the Municipal Act, 2001, and will only be used during the selection process for the subject posting.*



FIREFIGHTER APPLICATION FORM

Last Name:	First Name:
Street Address:	Mailing Address: (if different)
City:	Postal Code:

Contact Information :	
Primary:	()
Other:	()
E-mail: (required)	

Use 'X' to complete the following:

Confirm and provide documentation to support:	YES	NO
Secondary School Diploma; or equivalent		
Valid Ontario Class 'DZ' License, unrestricted		
Current Drivers Abstract (within 30 days) 3-year drivers record - Uncertified. https://www.ontario.ca/page/order-drivers-record		
First Aid and CPR certification, minimum Level C		
Medical First Response Certificate, is an asset		
Completion of NFPA 1001 Firefighter Level I and II, IFSAC or PRO-Board, including NFPA 1072 (previous 472) Hazardous Materials Awareness & Operations; or, in progress prior to November 21, 2025, with completion prior to May 21, 2026.		
If applicable - OFMEM Grandfathering Letter stating that the requirements for NFPA 1001, Level I & II based on experience or knowledge have been met.		

Confirm the following:	YES	NO
Legally entitled to work in Canada		
Have you ever been convicted of a criminal offence for which a pardon has not granted?		
Satisfactory hearing (as per testing criteria, without the use of artificial aids)		
NFPA 1582 vision requirements - 20/30 corrected or 20/40 uncorrected. (as per testing criteria)		
No significant abnormalities in colour vision		
Can work shift work / 24 hour shifts (days, nights, weekends, holidays, etc.)		

PROFESSIONAL EXPERIENCE:			YES	NO
Have you had previous <u>Professional</u> Fire Fighter, Police, Military, Paramedic or Emergency Service Experience?				
Position and Employer:	From:	To:		
DETAILS:				

EDUCATION AND TRAINING

Sections 1-6.

Proof of Education and Training must be attached to confirm.**1. Post-secondary education completed. (As certified by the Ontario Ministry of Education).**

Include university education, community college, business school, technological institute, apprenticeship program, correspondence courses and/or any continuing educational programs.

Name of Program/Course (Major/Specialization)	Name of Institution/Course Provider	From:	To:	Degree/Diploma or Certificate Awarded?
				<input type="checkbox"/> YES <input type="checkbox"/> NO
				<input type="checkbox"/> YES <input type="checkbox"/> NO
				<input type="checkbox"/> YES <input type="checkbox"/> NO
				<input type="checkbox"/> YES <input type="checkbox"/> NO
				<input type="checkbox"/> YES <input type="checkbox"/> NO

2. Successful completion of Pre-Service Firefighter Education & Training Program at an OFM Endorsed Community College.

- ☐ Completed
☐ In Progress _____ % Completed
☐ Practicum Completed

Agency / Institution	From:	To:

DETAILS / COMMENTS:

3. Successful Completion of OFM Provincial Firefighter Curriculum Tests

- ☐ Completed
☐ In Progress ____ % Completed

Agency / Institution	From:	To:

DETAILS / COMMENTS:

4. Successful completion of NFPA / IFSAC / Pro Board Accredited Courses

- ☐ Completed
☐ In Progress ____ % Completed

Agency / Institution	From:	To:

DETAILS / COMMENTS:

5. Successful Completion of Fire Services related Courses/Certificates

Programs/Course	Agency/Institution	From:	To:	Certificate Awarded
Auto Extraction				<input type="checkbox"/> YES <input type="checkbox"/> NO
Ice/Water Rescue				<input type="checkbox"/> YES <input type="checkbox"/> NO
High Angle/Rope Rescue				<input type="checkbox"/> YES <input type="checkbox"/> NO
Breathing Apparatus				<input type="checkbox"/> YES <input type="checkbox"/> NO
Confined Space				<input type="checkbox"/> YES <input type="checkbox"/> NO
Hazardous Materials				<input type="checkbox"/> YES <input type="checkbox"/> NO
Critical Incident Stress Management				<input type="checkbox"/> YES <input type="checkbox"/> NO
Land Radio Operators Licence				<input type="checkbox"/> YES <input type="checkbox"/> NO
Basic Emergency Management				<input type="checkbox"/> YES <input type="checkbox"/> NO
MED-A3				<input type="checkbox"/> YES <input type="checkbox"/> NO
Other:				<input type="checkbox"/> YES <input type="checkbox"/> NO
Other:				<input type="checkbox"/> YES <input type="checkbox"/> NO

DETAILS / COMMENTS:

6. Successful Completion of Life Saving Certificates

Program/Course	Agency/Institution	To:	From:	Certificate Awarded
1 st Responder				<input type="checkbox"/> YES <input type="checkbox"/> NO
Basic Trauma Life Support				<input type="checkbox"/> YES <input type="checkbox"/> NO
Defibrillator				<input type="checkbox"/> YES <input type="checkbox"/> NO
1 st Aid Instructor's Level				<input type="checkbox"/> YES <input type="checkbox"/> NO
Emergency Medical Care Attendant				<input type="checkbox"/> YES <input type="checkbox"/> NO
Bronze Cross				<input type="checkbox"/> YES <input type="checkbox"/> NO
National Life Guard				<input type="checkbox"/> YES <input type="checkbox"/> NO
Canadian Ski Patrol				<input type="checkbox"/> YES <input type="checkbox"/> NO
Other:				<input type="checkbox"/> YES <input type="checkbox"/> NO
Other:				<input type="checkbox"/> YES <input type="checkbox"/> NO

DETAILS / COMMENTS:

SKILLS AND EXPERIENCE

- 1- Some familiarity and competence (Able to assist in minor role)
- 2- Advanced amateur or post-secondary courses (Able to complete task independently)
- 3- Certification or professional experience (Able to train others)

Attach documentation to confirm.

Related Skills/Experience	Level			Details / Comments:
	1	2	3	
Building Construction Trades or Inspection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Plumbing including: Pumps, Valves, Sprinkler Systems, Pipe Fitting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Electrical Systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mechanics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other Professional Designation/Training Certificate _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Heavy Duty Equipment Operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Emergency Vehicle Operation	1	2	3	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Electronic Systems	1	2	3	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Radio Communication Systems	1	2	3	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Computer Skills (List Applications)	1	2	3	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Certification and/or Formal Training in Communication	1	2	3	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Non-Academic Teaching, Instruction or Coaching Skills	1	2	3	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Athletic, Fitness or Sports Skills	1	2	3	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Certification and/or Formal Training in Team Building	1	2	3	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Certification and/or Formal Training in Leadership	1	2	3	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other Related Skills: _____	1	2	3	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Volunteer Experience/Community Involvement:		YES	NO
Have you had previous Volunteer Fire Fighter, Police, Military, Paramedic or Emergency Service Experience?			
Position and Organization:	From:	To:	
DETAILS:			

- ❖ Please be advised, the City of Sault Ste. Marie will be using both email and telephone to communicate with applicants regarding the candidate pool.
- ❖ It is the applicant's responsibility to include a current phone number as well as current email address that is checked regularly and accepts emails from unknown users.
- ❖ As we send time sensitive correspondence via email (i.e. test bookings, interview dates), it is imperative that applicants check their email regularly.
- ❖ If we do not hear back from applicants, we will assume that you are no longer interested in the candidate pool and your application will be removed from the process.

Applicant Declaration

I confirm that the above and attached information is complete and correct and that any untrue or misleading information will give the City of Sault Ste. Marie the right to terminate my application process.

Applicant Signature

Date

This Application may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Delivery of an executed copy of the signature page to this Application by facsimile transmission or transmitted electronically in either a Tagged Image Format File ("TIFF") or Portable Document Format ("PDF") shall be effective as delivery.