



CITY OF WINNIPEG FIRE PARAMEDIC SERVICE

Check List of Requirements – Firefighter

Name of Applicant: _____
 Address: _____
 Graduate of: _____
 (Name of Accredited School)

Date: _____
 Home Phone: _____
 Cell Phone: _____
 Email: _____

ALL COSTS ASSOCIATED WITH THE APPLICATION PROCESS AND COMPETITION
 WILL BE THE SOLE RESPONSIBILITY OF THE APPLICANT.

SECTION A - All applicants at time of application. Applications submitted without REQUIRED documentation listed in Section A will not be considered.

1.	Applicants must submit a resume clearly indicating how they meet the qualifications of the position.	
2.	Proof of being a Canadian Citizen or Permanent Resident (Landed Immigrant) (photocopy of birth certificate, passport, or permanent resident card).	
3.	Proof of completion of Grade 12 High School Diploma according to Canadian Provincial Standards, GED or equivalent (photocopy of diploma and/or transcript of marks). PLEASE NOTE: <ul style="list-style-type: none"> • Applicants who were educated outside of Canada must have their academic credentials assessed in order to determine and submit a Canadian Grade 12 equivalent. • For more information, please visit https://www.cicic.ca/1374/obtain-an-academic-credential-assessment-for-general-purposes/index.canada. 	
4.	Proof of completion of a Standard First Aid CPR-C & AED Certification - CSA Intermediate (photocopy). a) Date Issued: _____ b) Expiry Date: _____	
5.	Proof of completion of IFSAC or Pro Board Accredited NFPA 1001 – Fire Fighting Practices Level I and II Program (photocopy of certificate and transcript of marks).	
6.	Proof of completion of IFSAC or Pro Board Accredited NFPA 472 or 1072 – Hazardous Materials Awareness and Operations (photocopy of certificates).	
7.	Proof of completion of IFSAC or Pro Board Accredited Incident Command System 100 (photocopy of certificate).	
8.	Proof of completion of IFSAC or Pro Board Accredited NFPA 1002 – Standard for Apparatus Driver / Operator Professional Qualifications (include Pump Operations, Emergency Vehicle Driving Skills, and Fire Service Hydraulics) (photocopy of certificate) (Preferred)	
9.	Proof of completion of IFSAC or Pro Board Accredited Certificates (preferred) (photocopy of certificates). a) NFPA 1006 – Surface Water Rescue Technician b) NFPA 1031 – Fire Inspector Level I c) Vehicle Rescue	
10.	All applicants which are successful to move to Step 2 of the recruitment process will be invoiced \$121.00 (plus GST) Administrative Processing Fee after completion of the assessments. The fee covers the costs of written tests which need to be ordered and proctored; medical drug screening kits and licensing fees for testing. Please do NOT submit this information at time of application.	
11.	Canadian Physical Fitness Evaluation Certificate from the University of Manitoba, satisfactory to the employer. PLEASE NOTE: <ul style="list-style-type: none"> • Documentation must be current and have been completed within the previous six (6) months prior to date of employment. • This document will be required from the successful candidate, at their expense. • Assessments will be scheduled by the Winnipeg Fire Paramedic Service with the University of Manitoba Physical Education Department. • Applicants will only be scheduled for this assessment if they are successful through Steps 1 and 2 written assessments of the recruitment process. • This assessment is a pass or fail and applicants will only be given one attempt, no exceptions. • For more information please visit http://umanitoba.ca/faculties/kinrec/recreationservices/occupation_fire.html a) Date of Testing: _____ b) Expiry Date: _____	

SECTION B - All applicants at time of conditional offer of employment. Please do NOT submit documentation listed in Section B until advised as they need to be as current as possible.

12.	Proof of COVID -19 Vaccination by providing a Government of Manitoba issued QR code and photo identification.	
13.	Must possess and maintain a valid Manitoba Class 4 Driver's License with Air Brake Endorsement (Class 3 would be an asset) (photocopy) (or provincial equivalent), satisfactory to the employer. PLEASE NOTE: <ul style="list-style-type: none"> • Documentation must not have any alcohol related charges / convictions. • Provincial equivalents will be accepted, however, out of province applicants must show proof of having transferred their license to Manitoba prior to their first day of recruit training. • Any infractions, offences or investigations occurring prior or after application submission must be reported to the WFPS. 	
14.	Valid Driver Safety Rating Scale Statement (original copy) from the Manitoba Public Insurance (or provincial equivalent), satisfactory to the employer. PLEASE NOTE: <ul style="list-style-type: none"> • Documentation must be no more than minus four (-4) on the Driver Safety Rating scale. • Documentation must be current and have been completed within the previous thirty (30) days prior to date of employment. • This document will be required from the successful candidate, at their expense. • Any infractions, offences or investigations occurring prior or after application submission must be reported to the WFPS. • For more information please visit https://www.mpi.mb.ca/en/DL/DL/DSR/pages/dsroverview.aspx. a) Date Issued: _____	
15.	Valid Driver's Abstract (original copy) from the Manitoba Public Insurance (or provincial equivalent), satisfactory to the employer. PLEASE NOTE: <ul style="list-style-type: none"> • Documentation must be current and have been completed within the previous thirty (30) days prior to date of employment. • This document will be required from the successful candidate, at their expense. • Any infractions, offences or investigations occurring prior or after application submission must be reported to the WFPS. • For more information please visit https://www.mpi.mb.ca/en/DL/DL/Records/Pages/drv-records.aspx. a) Date Issued: _____	

16.	<p>Valid Police Information Check and Police Vulnerable Sector Check (original copy) from the City of Winnipeg Police Service (RCMP or provincial equivalent), satisfactory to the employer.</p> <p>PLEASE NOTE:</p> <ul style="list-style-type: none"> • Documentation must be current and have been completed within the previous thirty (30) days prior to date of employment. • This document will be required from the successful candidate, at their expense. • Any infractions, offences or investigations occurring prior or after application submission must be reported to the WFPS. • For more information please visit: https://winnipeg.ca/police/pr/PIC.stm#online. <p>a) Date Issued: _____</p>
17.	<p>Valid Child Abuse Registry Check (original copy) from the Government of Manitoba Child Abuse Registry Unit (or provincial equivalent), satisfactory to the employer.</p> <p>PLEASE NOTE:</p> <ul style="list-style-type: none"> • Documentation must be current and have been completed within the previous thirty (30) days prior to date of employment. • This document will be required from the successful candidate, at their expense. • Any infractions, offences or investigations occurring prior or after application submission must be reported to the WFPS. • For more information please visit http://www.gov.mb.ca/fs/childfam/child_abuse_registry.html. <p>a) Date Issued: _____</p>
18.	<p>Valid Adult Abuse Registry Check (original copy) from the Government of Manitoba Adult Abuse Registry Unit (or provincial equivalent), satisfactory to the employer.</p> <p>PLEASE NOTE:</p> <ul style="list-style-type: none"> • Documentation must be current and have been completed within the previous thirty (30) days prior to date of employment. • This document will be required from the successful candidate, at their expense. • Any infractions, offences or investigations occurring prior or after application submission must be reported to the WFPS. • For more information please visit http://www.gov.mb.ca/fs/pwd/adult_abuse_registry.html. <p>a) Date Issued: _____</p>
19.	<p>Meet current Winnipeg Fire Paramedic Service Vision Standards.</p> <ul style="list-style-type: none"> • Far visual acuity not less than 20 / 40 binocular, corrected with contact lenses or glasses unless the candidate requires a license for driving emergency vehicles. The driving standard will take precedence. Class 1-4 (Emergency) visual acuity is not less than 20/30 (6/9) with both eyes open and examined together. • Uncorrected far visual acuity not less than 20 / 100 binocular for wearers of hard contacts or glasses; soft contact lenses are suitable. • Colour perception sufficient to use imaging devices (testing must be current and have been completed within the previous (6) six months. • If applicant's vision has been corrected by Refractive Surgery within past 24 months, please complete the Photorefractive Keratectomy (PRK) & Laser Assisted In-Situ Keratomeulesis (LASIK) Questionnaire and Follow-Up Report. • Color vision – Farnsworth D-15 required if Ishihara fail. • Horizontal Visual Field – standard for Class 4 license. May drive if person's horizontal visual field of vision not less than 150 degrees in both eyes tested together. <p>PLEASE NOTE:</p> <ul style="list-style-type: none"> • Documentation must be current and have been completed within the previous twelve (12) months prior to date of employment. • This document will be required from the successful candidate, at their expense. • Tests must be submitted on the City of Winnipeg form and can be printed off on our website at www.winnipeg.ca/fps/careers/. • This form was updated June 14, 2019 and vision requirements have changed. We require the most up to date form to be submitted. <p>a) Date of Testing: _____</p>
20.	<p>Meet current Winnipeg Fire Paramedic Service Hearing Standards.</p> <ul style="list-style-type: none"> • Normal unaided hearing thresholds no greater than 30 decibels in each ear at 500 Hz, 1000 Hz and 2000 Hz and no significant loss in higher frequency. • Test results must include all of the following frequencies: 500, 1K, 2K, 3K, 4K, 6K and 8K Hz. <p>PLEASE NOTE:</p> <ul style="list-style-type: none"> • Documentation must be current and have been completed within the previous twelve (12) months prior to date of employment. • This document will be required from the successful candidate, at their expense. • No standard City of Winnipeg form required. <p>a) Date of Testing: _____</p>
21.	<p>Meet current Winnipeg Fire Paramedic Record of Immunizations and Antibody Testing Standards.</p> <ul style="list-style-type: none"> • MMR Vaccine • Measles Virus Vaccine (Red, Rubeola) • Mumps • Rubella (German Measles) • Varicella (Chicken Pox) • Polio • Hepatitis B Vaccine • COVID-19 Vaccine • Tetanus (booster status must be current) • Tuberculosis (2 step Mantoux testing only, vaccination not required) • Influenza Vaccine <p>PLEASE NOTE:</p> <ul style="list-style-type: none"> • Documentation must be current and have been completed within the previous twelve (12) months prior to date of employment. • This document will be required from the successful candidate, at their expense. • Tests must be submitted on the City of Winnipeg form and can be printed off on our website at www.winnipeg.ca/fps/careers/. • Important changes as per the Canadian Immunization Guidelines affecting Health Care Workers regardless of year of birth. Paramedics, Firefighter Paramedics, and Firefighters are considered Health Care Workers. • This form was updated November 10, 2021 and immunization requirements have changed. We require the most up to date form to be submitted. <p>a) Date of Testing: _____</p>
22.	<p>Meet current Winnipeg Fire Paramedic Record Chest X-Ray Standards.</p> <p>PLEASE NOTE:</p> <ul style="list-style-type: none"> • Documentation must be current and have been completed within the previous five (5) years prior to date of employment. • This document will be required from the successful candidate, at their expense. • No standard City of Winnipeg form required. • The Chest X-Ray Report does not replace Mantoux testing. <p>a) Date of Testing: _____</p>