



NAME OF POSITION: FIREFIGHTER-PARAMEDIC, DUBLIN FIRE BRIGADE - DUBLIN CITY COUNCIL

POSITION No: 87/2022

INFORMATION BOOKLET

CLOSING DATE: MIDNIGHT ON
FRIDAY, 18TH NOVEMBER 2022

DUBLIN CITY COUNCIL, ON BEHALF OF THE DUBLIN LOCAL AUTHORITIES, INVITES APPLICATIONS FROM SUITABLY QUALIFIED PERSONS, FROM ALL BACKGROUNDS, WHO ENJOY BEING PART OF A TEAM, POSSESS A STRONG SENSE OF DUTY AND ARE SEEKING A CHALLENGING BUT REWARDING CAREER, WHO WISH TO BE CONSIDERED FOR INCLUSION ON A PANEL FROM WHICH VACANCIES FOR **FIREFIGHTER-PARAMEDIC** MAY BE FILLED.

Dublin is a major European Union capital city with a vibrant culture and an innovative economy. **Dublin City Council** is at the heart of shaping the city by providing a diverse, multi-layered and evolving range of services for citizens, businesses, the community and visitors to Dublin. Dublin City Council and its employees provide over 500 services across key functional areas of housing, community, planning, development, environmental, roads and traffic, leisure and culture services. For further information on Dublin City Council please log onto www.dublincity.ie

BACKGROUND

Dublin Fire Brigade provides the fully integrated Fire, Emergency Ambulance and Rescue Service for the four Dublin Local Authorities: Dublin City, South Dublin, Fingal and Dún Laoghaire/ Rathdown County Councils. To facilitate the provision of this service they employ approximately 1,000 personnel working in 6 districts with 12 full-time stations, 2 retained (part-time) stations, Training Centre, East Region Communications Centre, Fire Prevention, Administration and Workshops with a fleet of 115+ vehicles.

Dublin Fire Brigade provides a response to a diverse range of emergencies along with fighting fires and responding to Emergency Ambulance incidents. It also responds to incidents involving Water Rescue, High Line Rescue, Road Traffic Collisions, Flooding, Chemical Incidents and Marine Emergency Response.

Dublin Fire Brigade is looking to recruit people who:

- Have the ability to work in a disciplined environment
- Work well in a high pressure and physically demanding role
- Can work with others in a team
- Are willing to work in a 24/7/365 environment

On qualification, candidates will take up a position as a Firefighter-Paramedic in one of the 12 full-time Fire Stations located across Dublin. Dublin City Council is an equal opportunities employer and we value diversity. We welcome applications from all eligible candidates.

THE QUESTIONNAIRE BELOW IS FOR YOUR OWN USE ONLY
A Career as a Firefighter-Paramedic? Is it really for you?

Dublin City Council often receives enquiries from people from all backgrounds who want to be Firefighter-Paramedic. Our objective is to be fair to all applicants in our recruitment and selection procedures. The following list of questions have been put together to help you decide whether being a Firefighter-Paramedic is really for you. Please note this form is for your benefit only and will not form part of your application.

Simply tick **YES** or **NO** to each of the following questions.

	YES	NO
• Are you able to meet the demands of working in a disciplined uniformed service? Can you take orders from other people?	_____	_____
• Can you accept the need to keep to rules that tell you what you can and cannot wear and the standard of appearance you must maintain e.g. how you should wear your hair?	_____	_____
• Can you get on with people from different backgrounds and cultures?	_____	_____
• Do you have the emotional strength to deal with a road traffic accident or other instances where there may be severe injuries or loss of life?	_____	_____
• Can you work as part of a close knit team? Can you work under pressure without letting the rest of your team down?	_____	_____
• Do you have the sensitivity and empathy to deal with members of the public when they are distressed, confused or being obstructive?	_____	_____
• Can you take the responsibility for representing the Fire and Emergency Services when you are at work and <i>when you are not</i> ?	_____	_____
• Are you committed to maintaining and developing your skills?	_____	_____
• Are you prepared to study on top of your normal working day?	_____	_____
• Do you suffer from acrophobia, claustrophobia or vertigo?	_____	_____
• Are you committed to maintaining your health and physical Fitness? Is regular exercise a part of your everyday life?	_____	_____
• Are you prepared to work day and night shifts, evenings, weekends, public holidays?	_____	_____
• Are you a practical person who likes to work with their hands and with equipment? Do you enjoy making things or finding out how things work?	_____	_____

- Are you someone who can always be relied on to be somewhere on time? Are you someone that others see as dependable? _____
- Are you someone who can cope with routine, knowing that you may have to do the same things at the same time on most days, with the frustration of sudden interruptions to your routines? _____

Note: Having completed the above, if you are still confident that a career as a Firefighter-Paramedic is for you, please continue to read the Information Booklet and make an Expression of Interest application on-line.

THE JOB

Dublin Fire Brigade is committed to providing an efficient and effective Fire, Emergency Ambulance and Rescue Service which meet in full all statutory duties and public expectations. The role of the **Firefighter-Paramedic** is very varied. The following details the main responsibilities:

1. **Promoting Community Fire Safety**
 - Be proactive in the community to identify risk, to reduce fire deaths and injuries and to protect the environment.
 - Deliver appropriate fire safety messages to those groups most at risk.
 - Educate and inform the community in fire safety.
2. **Resolving emergencies (fire and rescue)**
 - Respond to requests for assistance in the areas of fire rescue, road traffic accidents, chemical incidents, river rescue, flooding etc.
 - Deal with emergencies as directed.
 - Minimise distress and suffering by using Paramedic Skills.
3. **Resolving Emergency Ambulance cases**
 - Respond to requests for assistance.
 - Deal with emergencies as directed.
 - Minimise distress and suffering by using Paramedic skills.
4. **Developing local awareness**
 - Get to know the local community area, including: streets, roads and buildings.
 - Be aware of the risks and possible hazards to be found within your fire station area.
 - Identify fire risks during fire visits to local premises and be able to offer relevant advice and guidance.
5. **Promoting health and safety**
 - Recognise health and safety risks at work and deal with them appropriately.
 - Ensure your own and others personal safety at work at all times.
6. **Continued personal development**
 - Take responsibility for developing your own skills.
 - Progress through Dublin Fire Brigade's driver training programme
 - Mandatory participation in a training and development programmes.
 - Be prepared to consider continuous professional development opportunities.
 - Required to maintain a level of physical fitness necessary to carry out duties.
 - Support the development of colleagues.
 - Will be required to be registered with PHECC (Pre Hospital Emergency Care Council) as part of their Paramedic training.
7. **Managing resources and information**
 - Take responsibility for ensuring operational equipment is ready for use.
 - Access and record information using computerised systems.
 - Undertake paperwork, such as recording routine tests on pieces of equipment and provide written reports when requested and as necessary.
 - Completing patient care forms

THE IDEAL CANDIDATE SHALL HAVE THE FOLLOWING SKILLS

Solving problems:	Ability to solve problems using relevant information.
Adaptability:	Adaptable to new situations and open to change in the role.
Integrity and commitment:	Ability to demonstrate ethical standards and commitment to the Firefighter-Paramedic role.
Motivation:	Motivated to achieve high standards.
Personal development:	Committed to personal development and learning new skills.
Coping with pressure:	Ability to cope with pressures and demands.
Physical ability:	Have the physical ability to carry out the Firefighter-Paramedic role – including adequate stamina and strength.
Communication:	Ability to communicate effectively to varied individuals and groups.
Valuing others:	Value the contribution of different types of people.
Confidence:	Confident in dealing with others.
Co-operative working:	Ability to work in a co-operative way to support others.
Knowledge:	Have the knowledge to carry out the role and give advice.

APPLICATION & SELECTION PROCESS

All Expression of Interest applications must be submitted online through Dublin City Council's Digital Recruitment Platform at this link: <https://careers.dublincity.ie>

Candidates must use their own valid email address. It is important to note that the email address and phone number you provide when applying must be one that you can access at all times.

The onus is on the candidate to keep a regular check on their Email Account as email notifications of updates may sometimes be filtered into Junk/Spam email folders. You are also advised to check all of these folders regularly.

The admission of a person to the competition, or invitation to undertake any element of the selection process is not to be taken as implying that Dublin City Council or other body is satisfied that such a person fulfils the essential requirements.

Closing Date

The closing date for receipt of completed Expression of Interest applications is

Friday, 18th November 2022

Applications will not be accepted after the closing date.

Should you have any queries please contact us via the following email address;
firefighter2022@dublincity.ie

Due to the large number of applicants expected to apply for the role of Firefighter-Paramedic, applicants will be required to participate in a comprehensive selection process, over a number of selection stages, designed to identify the most suitable candidates for the role.

Stage 1 Expression of Interest

All candidates are invited to express their interest in applying for the position of Firefighter-Paramedic online through Dublin City Council's Digital Recruitment Platform at this link - <https://careers.dublincity.ie>

The online form must be completed to register and this information will be passed to the Psychometric Testing Company acting on behalf of Dublin City Council.

There is no requirement to submit evidence of education/experience at this stage.

Stage 2 Psychometric Testing

Applicants will be contacted by Dublin City Council's nominated Psychometric Testing Company - Staffline, to be invited to participate in an Online Assessment Questionnaire shortly after the closing date.

Applicants must successfully complete and be placed highest in order to be considered for advancement to the next stage of the selection process.

Stage 3 Supervised Testing

The top group of candidates, based on the mark achieved at *Stage 2*, will be invited again by the Psychometric Testing Company - Staffline, to take a supervised online assessment at a specific location, you will be advised of this location. **The number to be called forward will be determined by Dublin City Council.**

Stage 4 Application Form

Based on the marks achieved at Stage 3, a number of candidates will be invited to complete and submit a detailed Application Form to Dublin City Council. Dublin City Council reserves the right to shortlist candidates based on the information supplied in the completed Application Forms.

Stage 5 Interview

The top group of candidates will be invited to a competency based interview organised by Dublin City Council and will be assessed under the following competencies;

Competencies

- Motivation to be a Firefighter-Paramedic
- Dealing with People
- Coping with Difficult Situations
- Adaptability and Willingness to Learn
- Effective Communication Skills

Stage 6 Panel

Following the interviews a Panel will be formed on which successful candidates will be ranked in Order of Merit.

This Panel will be valid for three years from the date of formation.

Progression from this point for each individual candidate will be determined by the number of vacancies in the Dublin Fire Brigade to be filled during the life of the panel and on the individual candidate's Order of Merit on the panel. Placement on any panel from this competition is no guarantee that a position will be offered.

Stage 7 Medical Assessment

Candidates will be called from the panel in the order in which they are placed. Each candidate called from the panel will be required to undertake a medical assessment designed to ensure that the candidate has satisfactory general health, hearing and vision. (For additional information on the medical assessment see *pages (9 - 10)*).

Stage 8 Candidate Physical Screening Assessment

Candidates who successfully complete the medical assessment will be required to undertake a Candidate Physical Screening Assessment (CPSA) administered by Dublin Fire Brigade. This process will assess candidates to ensure they have the required standard of physical fitness, strength and the capability to operate as a Firefighter-Paramedic. Candidates' manual dexterity shall also be assessed at this stage (For additional information on the physical assessment process *pages 9 - 10*).

Stage 9 Training

Applicants will, on successful completion of all the above stages, and **subject to satisfactory Garda Vetting, references and meeting the qualifications specified**, be required to successfully complete an appropriate period of training at Dublin Fire Brigade Training Centre.

QUALIFICATIONS

The declared qualifications for the post of Firefighter-Paramedic, Dublin Fire Brigade, Dublin City Council, are as set out hereunder:

EDUCATION, EXPERIENCE, ETC.:

Each candidate must, on the latest date for receipt of completed applications:-

1. Education:

A. Each candidate must have obtained at least Grade D (or a pass) in five subjects, including Mathematics and English, from the approved list of subjects in the Department of Education Leaving Certificate Examination or in an examination of at least equivalent standard;

or

B. hold a Level 5 Certificate (Major award) on the National Framework of Qualifications (NFQ);

or

C. hold a recognised qualification (at level 5 or greater), deemed comparable to the above in terms of both level and volume of learning as determined by Quality and Qualifications Ireland (QQI).

The responsibility is on the candidate to ensure that their qualification meets the standard(s) detailed above.

2. Driving Licence:

Successful candidates will be required to hold a current full unendorsed Driving Licence – Category B licence B manual prior to commencement of training and will be required to drive emergency vehicles as instructed by the Chief Fire Officer or nominated personnel.

Candidates who do not meet this requirement or any of the requirements specified above will be required to forfeit their place on the panel.

3. Character:

Each candidate must be of good character.

4. Age:

Candidates shall be at least 18 years of age on or before the closing date (18th November 2022) for the submission of application forms. Persons appointed to the position of Firefighter-Paramedic will be required to retire on reaching the age of 55 years.

Candidates who are placed on a Panel and who are called to fill vacancies, when they arise, will be required to meet the following qualifications:

5. Health:

Candidates shall be in a state of health as determined by the City Council’s Medical Advisor such as would indicate a reasonable prospect of ability to render regular and efficient service.

Candidates shall undergo a pre-determined range of physical and strength tests as part of the medical which they are required to undergo before progressing to the CPSA.

Physical Capability Test
Have attained the level of fitness required to undertake the CPSA (details on Pg. 6, 8, 9).
Strength Test
Be assessed by undertaking test of hand grip and leg/back pull strength on a load cell dynamometer Candidates should have a handgrip strength of: Dominant Hand – 35 kg or above; Subordinate Hand – 33 kg or above; and a leg/back pull strength of 117 kg or above.
Vision
Distant Visual Acuity (DVA) Minimum uncorrected 6/18 better eye and 6/24 worse eye Corrected DVA 6/7.5 better eye and minimum of 6/12 worse eye Vision must be binocular minimum 6/9 aided or unaided
Near Vision N12 unaided both eyes open (aged 25 +) and N6 aged <25 Normal visual fields Formal optician report required for any who do not meet standards at pre-employment screening at the Occupational Health Service.
Corrective Lenses If satisfactory visual function for the rescue and firefighting duties is achieved only with the use of correction, the spectacles, inserts or contact lenses must provide optimal visual function, be well tolerated, and suitable for rescue and firefighting duties, including the wearing of breathing apparatus.
Colour Perception
To the satisfaction of the City Council’s Medical Advisor.
Hearing
To the satisfaction of the City Council’s Medical Advisor.

6. Physical Assessment

Candidates will be required to undergo a pre-determined range of physical assessments which will be administered by Fire and Emergency Services Personnel. This process will assess the candidate's level of fitness, strength and manual dexterity, as well their **capability to perform** in simulated exercises.

The following assessments are designed to reflect operational practice. Candidates will be required to complete a Participation Questioner Form (Par-Q) prior to undertaking any of these assessments.

This is a four stage process (as described below). Candidates shall receive a full descriptor of what is required by them in these various physical and dexterity assessments prior to their assessment date.

Stage 1: Manual Dexterity

Stage 2: Aerobic Fitness Test

- 12 minute Chester Treadmill Test

Stage 3: Strength Tests

- Shoulder Press 1 repetition at 35kg
- Rope Pull Down 1 repetition at 42kg (with gloves on)
- Rope Pull Down 23 repetitions in 39 seconds at 28kg

Stage 4: Functional/Suitability Tests

- Ladder Climb Test
- Casualty Evacuation
- Confined Space Test
- Hose Roll Test

In view of the nature of the duties of the post, Firefighter-Paramedic are required to undergo regular medical examinations during the course of their employment. In addition, Firefighter-Paramedic shall, if instructed, report to the Medical Advisor as deemed appropriate.

7. Garda Vetting

All candidates will require Garda Vetting prior to appointment as a Firefighter-Paramedic.

PRINCIPAL CONDITIONS OF SERVICE

DUTIES

The duties of the post are to give to the Local Authority and to

- (a) the Local Authorities or bodies for which the Chief Executive is Chief Executive, and
- (b) to any other local authority or body with which an agreement has been made by the local authority or by any of the authorities or bodies referred to in sub-paragraph (a) of this paragraph under the general direction and control of the Chief Executive or of such officers as the Chief Executive may from time to time determine, such appropriate Dublin Fire Brigade management, administrative, executive, supervisory, advisory and ancillary services as may be required by any local authority or body hereinbefore mentioned in the exercise and performance of any of its powers, functions and duties and to exercise such powers, functions and duties as may be delegated to him or her by the Chief Executive from time to time including the duty of servicing all committees that may be established by any such local authority or body. The holder of the post will, if required, act for an officer of a higher level.

The **Firefighter-Paramedic, Dublin Fire Brigade**, shall perform under the control and direction of the Chief Fire Officer and/or other appropriate supervisory officers of the Dublin Fire Brigade, such firefighting / emergency ambulance (including all aspects of driving), community fire safety, fire prevention duties and station routines as may be assigned from time to time, and may be required to serve in any Station from time to time as directed.

SALARY:

The fortnightly salary scale for the position of Firefighter-Paramedic Dublin Fire Brigade, Dublin City Council is:

€1,260.06, €1,340.42, €1,527.66, €1,630.88, €1,747.04, €1,862.46, €1,899.32, €1,994.84 (Max),
€2,065.82(1st LSI), €2,146.68 (2nd LSI).

In addition to the basic wage, payments are made in respect of night and weekend duties, Sunday and Public Holiday premiums as applicable.

Incremental credit for previous local authority service will be awarded only on reaching the maximum point of the Firefighter-Paramedic pay scale.

Rate of remuneration may be adjusted from time to time in line with Government Policy.

The wage shall be fully inclusive and shall be as determined from time to time. The holder of the post shall pay to the Local Authority any fees or other monies (other than his/her inclusive wage) payable to or received by him/her by virtue of the post or in respect of any services, which he/she is required by or under any enactment to perform.

Physical Fitness:

Firefighter-Paramedic will be required to maintain a standard of physical fitness appropriate to the position, throughout their career, and will be required to undergo regular medical examinations.

Particulars of Position:

- (a) The post is permanent, whole time and pensionable.
- (b) The holder of the post will be assigned to Dublin Fire Brigade, Dublin City Council.
- (c) Dublin City Council reserves the right to, at any time, assign an employee to any premises in use by the City Council now or in the future.
- (d) The holder of the post must reside within the area of the City or County of Dublin unless permission is given for special reasons to reside outside the City or County of Dublin and will be required to serve in any area of the City or County of Dublin or in the area of any other local authority with which the City Council has entered into an agreement.

Hours of Attendance:

Dublin Fire Brigade operates 24 hours a day, seven days a week, 365 days a year. Firefighter-Paramedic are required to work on a 9/15 hour shift system. This duty system may be subject to change. The holder of the post shall be required to work irregular hours including weekends, Bank and Public Holidays and undertake such overtime as considered necessary from time to time. Annual leave is rostered for all Firefighter-Paramedics by Dublin Fire and Emergency Services

Discipline:

Successful candidates are bound by Dublin City Council's Disciplinary Policy and Code of Conduct.

Training:

Successful candidates will be required to undergo successfully an appropriate period of training at the Dublin Fire Brigades Training Centre. Successful candidates will also be required, during employment, to satisfactorily complete appropriate training courses, as directed from time to time.

Outside Employment:

Employees recruited to the fire service shall not engage in any gainful occupation which, in the opinion of the Chief Fire Officer, could impair the performance of their duties, or in any occupation which, in the opinion of the Chief Fire Officer might conflict with the interests of Dublin City Council as a fire authority or which might be inconsistent with the discharge of their duties as a Firefighter-Paramedic.

Probation:

Where a person is permanently appointed to Dublin City Council, the following provisions shall apply -

- (a) there shall be a period after appointment takes effect, during which such a person shall hold the position on probation;
- (b) such period shall be one year but the Chief Executive may, at his discretion, extend such period;
- (c) such a person shall cease to hold the position at the end of the period of probation, unless during this period the Chief Executive has certified that the service is satisfactory;
- (d) the period at (a) above may be terminated on giving one weeks' notice as per the Minimum Notice and Terms of Employment Acts;
- (e) there will be assessments during the probationary period.

ADDITIONAL RELEVANT INFORMATION FOR APPLICANTS

- The *National Vetting Bureau (Children and Vulnerable Persons) Act 2012 to 2016* came into effect on 29th April 2016. The Act places a statutory obligation on Dublin City Council to ensure that 'any work or activity which is carried out by a person, a necessary and regular part of which consists mainly of a

person having access to, or contact with children or vulnerable persons will be the subject of Garda Vetting.

- Subject to the provisions of the *Freedom of Information Act 2014*, applications will be treated in strict confidence.
- Any attempt by a candidate himself or herself or by any person(s) acting at the candidate's instigation, directly or indirectly, by means of written communication or otherwise, to canvass or otherwise influence in the candidate's favour, any employee of the City Council or person nominated by the City Council to interview or examine applicants, will automatically disqualify the candidate for the position being sought.
- It is important to remember that this is a competitive process for a role where integrity is paramount. Sharing information on the selection / interview process e.g. through social media or any other means, may result in a candidate being disqualified from the competition.
- Dublin City Council does not allow the unsanctioned use of any type of recording equipment on its premises. This applies to any form of sound recording and any type of still picture or video recording, whether including sound recording or not, and covers any type of device used for these purposes.
- An applicant who is found to be ineligible at any stage of the competition will not be further considered. Provision of inaccurate, untrue or misleading information will lead to disqualification from the competition, withdrawal of employment offer or dismissal.
- A candidate who does not attend for interview when and where required by the City Council, or who does not, when requested, furnish such evidence as the City Council requires in regard to any matter relevant to his/her candidature, will have no further claim to consideration.
- The City Council will not be responsible for any expenses candidates may incur in connection with their candidature.

CLOSING DATE

Expressions of Interest must be made through Dublin City Council's official Digital Recruitment Platform at this link: <https://careers.dublincity.ie>

For any queries please contact firefighter2022@dublincity.ie

Expressions of Interest must be submitted before Midnight, Friday, 18th November 2022.