



CAREER OPPORTUNITY
Fire Department Operator
Permanent Full-Time
Job #26-055

There has never been a better time for you to step into municipal employment and have a strong role in shaping your future, your career, and the community. We believe that our department's values of safety, trust, teamwork, professionalism and community reflect our members at their best, and we are currently accepting resumes for a Fire Department Operator.

In this position, your primary focus is the operation and maintenance of department apparatus, alongside the upkeep of facilities, equipment, and PPE to ensure constant operational readiness. You will also support broader department training initiatives while taking a leadership role in delivering driver/operator and technical competency programs.

Operating out of Fire Station 1, the Fire Department proudly serves the Town of Whitecourt and Woodlands County Fire District 1 with modern apparatus and equipment. Working alongside the RCMP, EMS, Alberta Wildfire and other mutual aid partners, our personnel play a vital role in local safety, emergency preparedness, and quality of life.

Primary Responsibilities:

- Reporting to the Deputy Fire Chief, this Officer level position maintains and operates the firefighting apparatus and equipment.
- Respond promptly and effectively to emergency incidents in a leadership role, ensuring the safety, coordination, and well-being of all personnel and the public.
- Respond safely and efficiently, driving the fire apparatus to emergency scenes, operating equipment, and assisting in firefighting and rescue operations.
- Participate in the On-Call Duty Officer rotation, responding as required to provide management, supervision and command of emergency incidents.
- Assist the Training Officer in implementing training programs, including Driver/Pump/Aerial Operator courses, technical competency courses, and specialized equipment and process training.
- Perform regular inspections, checks and required maintenance of apparatus, equipment and Personal Protective Equipment (PPE) to ensure all are maintained in good condition, coordinating any required testing, repairs or replacements, and ordering supplies as required.
- Participate in community engagement and public education activities.
- Assist in reviewing, developing, and implementing rules, regulations, procedures, and standard operating guidelines to ensure consistency, safety, and effectiveness in departmental operations.
- Compile and maintain an inventory of all equipment, materials and resources.
- Contribute to Fire Department planning and provide training-specific insights and recommendations for the annual operating and capital budgets while offering input on overall department operations and resource allocation.
- Assist firefighters, officers, operations support, and public education staff as needed.
- Support professional development through mentorship and coaching to foster career progression and succession planning within the department.
- Foster and champion, a safe, positive, and inclusive work environment.
- Participate in the Town's municipal safety program in all aspects and ensure that applicable safety standards and legislative requirements are adhered to.
- Foster relationships with other emergency services partners to identify and implement collaborative training opportunities and enhance efficiency.
- Assumes other responsibilities as may be assigned from time to time.

Qualifications

- Must possess at least 4 years' experience in the Fire Service with demonstrated experience in a leadership capacity.
- Must have successfully completed NFPA 1001 Level II, NFPA 1041 Level I, NFPA 1002 Driver/Pump/Aerial Operator (ProBoard or IFSAC), and Advanced First Aid/Medical First Responder.

- Completion of NFPA 1041 Level II, Live Fire Instructor, NFPA 1021 Level 1, NFPA 1521 Incident Safety Officer, Basic Safety Codes Officer, Fire Inspector Level I, and ICS 100, 200 would be assets; however, they are required to be obtained during the course of employment.
- Must be able to deal effectively with the public and fire department members.
- Proficiency in computer-based programs, including tracking and records management.
- Must be able to demonstrate effective leadership, supervision, and sound judgment under stressful conditions.
- A valid Alberta 3Q driver's license with satisfactory driving history.

Physical Demands and Work Conditions

The Fire Department Operator position requires a range of physical activities and exposure to various working conditions typical of emergency response operations. These include:

- Frequent lifting and carrying of firefighting equipment, tools, and materials up to 50 lbs, with occasional handling of heavy gear up to 65 lbs and rare moving of patients exceeding 150 lbs.
- Repetitive physical movements and forceful gripping, including operating power tools, advancing hose lines, and turning valves or hydrants.
- Regular standing, walking, sitting, trunk rotation, forward bending, kneeling, and crouching during routine maintenance, training, and emergency operations.
- Climbing stairs, ladders, and fire apparatus structures to access elevated equipment or conduct inspections.
- Working in both indoor and outdoor environments, including exposure to all weather conditions (heat, cold, rain, snow/ice) and uneven terrain.
- Exposure to hazardous environments, smoke, toxic atmospheres, pressurized hose systems, and biological hazards with appropriate PPE.
- Occasional work in confined or hazardous spaces, following all department safety and incident command protocols.
- Regular requirement to wear structural firefighting turnout gear (35 lbs), respiratory protection including SCBA (45 lbs), and specialized rescue PPE.
- Manual dexterity for computer work, data entry, communications equipment, and precision tool operation.
- Ability to maintain an 8-hour shift schedule plus on-call status, with the flexibility to work extended hours, participate in weekend training, and respond to emergencies or operational issues during regular shifts or while on call.
- Ability to safely drive and operate heavy emergency response apparatus, utility vehicles, and related equipment.

The Town of Whitecourt offers a competitive compensation package including extended health benefits and LAPP Pension plan for the successful applicant. The current salary range for this position is \$81,864.98 - \$88,537.25. The successful applicant must pass a pre-employment physical and background check, including work history and criminal record check with vulnerable sector screening.

Interested candidates are invited to forward their resumes to the address listed below confidently.

Town of Whitecourt
 Re: Job #26-055
 Box 509, 5004 52nd Avenue
 Whitecourt, AB T7S 1N6
 Fax: 780-778-5179
 Email: hr@whitecourt.ca

While the position will remain open until a candidate is selected, we request that resumes and cover letters be forwarded to the Town of Whitecourt by **4:00pm on September 28th, 2026** in order to facilitate the interview process.