



## **Employment Opportunity Emergency Responder**

### **Full-Time One (1) Year Term Position**

The County of Minburn No. 27 is seeking a full-time one (1) year term Emergency Responder to join our Fire Department. The County of Minburn is committed to providing emergency services to protect the life and property of the County of Minburn, Village of Mannville, and Village of Innisfree residents and visitors. Under the general direction of the Director of Protective Services, this position will be stationed rotating in either the Minburn County Fire Department (MCFD) Mannville or Innisfree stations as per staffing requirements. This position will provide emergency response and fire prevention activities as required in accordance with Minburn County Fire Department Level of Service, as well support to the Director of Protective Services for the County of Minburn Health and Safety System.

### **Key Responsibilities**

- Perform daily, weekly, monthly, and annual inspection checks of emergency services related equipment in both MCFD fire stations.
- Operate as a member of the fire department along side paid on-call firefighters.
- Responsible for cleaning and basic maintenance of apparatus, fire hall, and fire equipment in both MCFD fire stations.
- Plan, lead, and participate in training for paid on-call firefighters.
- Conduct and/or participate in fire prevention activities including fire safety code inspections and investigations.
- Maintain a good working knowledge of firefighting techniques, equipment, and emergency medical services.
- Maintain a healthy lifestyle and fitness level.
- Respond to emergent situations within the Minburn County service area or other agencies as directed by Director of Protective Services.
- Assist in developing, implementing, and maintaining the County Health and Safety Program.
- Conduct field and facility inspections as per the County Health and Safety Manual.
- Provide support to other county departments in relation of implementation of County Health and Safety Program.

### **Minimum Qualifications**

- High school diploma or equivalent.
- Standard first aid level C.
- NFPA 1001 Level 1.
- ICS 100.

- Valid class 3 drivers license with air brake endorsement (or ability to obtain one within the first 2 months of employment).
- Ability to work with fellow staff and paid on-call firefighters.
- Strong interpersonal and communication skills (written and verbal).
- Ability to work overtime and weekends (as needed).
- Satisfactory criminal record check including vulnerable sector is a condition of employment.

### **Preferred Qualifications**

- NFPA 1001 Level 2.
- NFPA 1002.
- ICS 200.
- Experience in working with paid on-call emergency responders.
- Experience in health and safety.

Wage for this position is \$29.32 per hour. Hours of work are based on a 44-hour work week; 9 hours per day Monday to Thursday and 8 hours per day on Friday. This position is subject to after hours call outs and occasional overtime. We offer a comprehensive benefits package and workplace development.

If this opportunity is of interest to you, please submit a cover letter, resume and a 3-year commercial driver's abstract to [HR@minburncounty.ab.ca](mailto:HR@minburncounty.ab.ca) by **10:00 a.m. on Wednesday, May 1, 2024**. The County of Minburn No. 27 thanks all applicants for their interest in this position, however only those selected for an interview will be contacted.

*The County of Minburn is located east of Edmonton along Highway 16. With just over 3,000 residents, our area offers excellent amenities for families and individuals. The County maintains 2,800 kms of local roads, bridges, and recreation areas while working with our regional partners, including the Town of Vegreville and the villages of Innisfree and Mannville.*