

Gwasanaeth Tân ac Achub
De Cymru



South Wales
Fire and Rescue Service



JOIN US

WHOLETIME | **FIREFIGHTER
INFORMATION BOOKLET**

This document is also available in Welsh



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SWFRS believes in the real value of having a diverse workforce and we proactively want to encourage applicants from all sectors of our community to apply.

It is our commitment to you that if you have a disability and feel that you are able to meet all requirements as listed of an Operational Firefighter reasonable adjustments will be considered throughout the recruitment process. In order for such support to be readily available you will be required to bring such to the attention of the Recruitment and Resourcing Team in advance of any testing.



ORGANISATIONAL CORE VALUES



PROFESSIONAL | CARING | RESPECTFUL | DEDICATED | TRUSTWORTHY | DYNAMIC | DISCIPLINED | RESILIENT



THINKING OF A CAREER WITH SWFRS?

South Wales Fire and Rescue Services are pleased to invite applications for Wholetime Duty System (WDS) Firefighters to join us in this challenging and highly rewarding career.

The communities in Wales value the services that we offer and need to feel confident in the highly skilled teams that we have reducing risk as well as dealing with emergency situations. We are continually evolving and improving how we operate whilst maintaining the highest standards. Appointing the right people is essential in helping us to achieve our ambitions for the future.

WHAT CAN WE OFFER?

A career within SWFRS provides you with great life skills and new experiences. Not only do we offer a rewarding and varied career but a commitment to making a difference every day to the communities that we serve as team #southwales.



LEARNING & DEVELOPMENT



GYM



SPORTS & SOCIAL



HEALTH & FITNESS ADVISORS



WELSH LANGUAGE COURSES



SHOPPING BENEFITS



OCCUPATIONAL HEALTH



UNION MEMBERSHIP



FREE CAR PARKING



FIREFIGHTERS CHARITY



EMPLOYEE ASSISTANCE PROGRAMME



MIND BLUE LIGHT PROGRAMME



COLLEAGUE SUPPORT TEAM

WHAT ARE THE TERMS AND CONDITIONS?

PAY

***FIREFIGHTER TRAINEE £24,191**

***FIREFIGHTER DEVELOPMENT £25,198**

***FIREFIGHTER COMPETENT £32,244**

*Rates of Pay for Operational WDS Firefighters from 1st July 2021.

HOURS OF WORK

The Fire and Rescue Services in Wales operate rota systems, each involve the requirement to work anti-social hours, weekends, and public holidays.

WHAT DOES THE RECRUITMENT PROCESS LOOK LIKE?

The following notes are designed to give you an indication of the Recruitment Process, what to expect and what will be required of you.



PROCESS BREAKDOWN HINTS AND TINTS

1 APPLICATION STAGE

The application stage is now online and will capture all personal data that is required to apply for a position within South Wales Fire and Rescue Service (please refer to our online privacy statement).

Applicants should search on the “Working with Us” section on the South Wales Fire and Rescue Service website. On opening the Wholetime Duty System Firefighter page, applicants will find the following tab **Apply Now** at the bottom of the page. Once clicked applicants... will be directed to CORE HR to set up an account.



You will be required to fill in each section of the application form and questions labelled with an asterisk* are mandatory.

As part of the application stage, you will be asked to respond to 3 competency based questions. The responses to these questions will be used for shortlisting purposes and will determine who will go through to the next stage of the process. You **MUST** complete the attached “WDS answer document” with answers to the three questions in order to proceed to the next stage. This document must **NOT** contain your name anywhere within the document, your national insurance number will be used as your unique identifier.

A paper version is available on request for those with a limited access to this system.

2 SHORTLISTING LISTING

This is where the evidence provided above is scored against a set criteria relevant to the role of a WDS Firefighter. It is imperative that within the evidence provided candidates give substantial answers clearly demonstrating their role within a situation and actions taken. All examples provided should be relevant to the role of a WDS Firefighter and the values that SWFRS uphold. Candidates should note that use of “buzz words” without clear examples will not score at recruitment sifting.

All applicants are encouraged to look into SWFRS and the work we have done / are doing within the community to research further in preparation for the recruitment process.

3 ABILITY TEST

If you are shortlisted, you will be invited to attend the Ability Tests. You will be sent information to assist you in your preparation, including some practice questions. These tests are available in both English and Welsh.

This stage involves completing a series of tests which include:

1) Numerical Reasoning

This test measures your ability to understand, interpret and logically evaluate numerical information. You will be presented with graphs, charts and numerical details and required to make calculations on the information presented.

2) Understanding Information Test

This test measures your ability to evaluate, reason and conceptualise with words and sentences. You will receive a series of passages and you will be required to answer questions that highlight your understanding of what is being communicated within the passages.



4 PHYSICAL AND PRACTICAL STAGE

Firefighting can be a physically demanding and hazardous activity with potential for exposure to high physiological and environmental thermal loads. To ensure effective and safe operational performance an appropriate level of physical fitness is essential.

If successful at the Ability Tests, you will be invited to attend the Physical and Practical Assessment Day (P&P). The tests on this day are designed to assess your level of physical fitness in line with requirements of the role.

If you require more information on how to prepare for the Physical and Practical Assessments safely, you can view all of the operational tests as well as download a Preparatory Physical Training Programme from:

South Wales Fire and Rescue Service

www.southwales-fire.gov.uk/working-with-us/firefighter-role/firefighter-wholetime

All assessments can be accessed via the following link:



<https://bit.ly/3ELLth>

5 SELECTION STAGE

If successful at the Physical and Practical Assessment Day, you will be invited to attend the Selection Stage. This stage involves an Interview. You will be sent a Selection Guidance Booklet to support you in your preparation for this stage. You will be assessed on the personal qualities and attributes such as the following which are essential to the role of the Firefighter. The questions will also link into the National Fire Chiefs Council Leadership (NFCC) Framework (copy of which you will be provided with prior to interview):

COMMITMENT TO DIVERSITY AND INTEGRITY

– assessing your approach to issues of diversity and how you adopt a fair and ethical approach to others.

OPENNESS TO CHANGE

– the extent to which you are open to change and actively seek to support it.

CONFIDENCE AND RESILIENCE

– the extent to which you are confident in your own ability to meet and cope with challenging situations and how you maintain effectiveness when faced with highly challenging situations.

EFFECTIVE COMMUNICATION

– you will be assessed throughout the interview on how effectively you communicate.

WORKING WITH OTHERS

– assessing your approach to working with others, whether as part of a team or on a one to one basis.

COMMITMENT TO DEVELOPMENT

– assessing your approach to developing yourself.

PROBLEM SOLVING

– the extent that you understand and apply relevant information in an organised, safe and systematic way.

COMMITMENT TO EXCELLENCE

– assessing how conscientious and proactive you are in achieving and maintain excellent standards.

6 MEDICAL

Firefighters may be exposed to extreme physical and psychological demands in hostile and dangerous environments. In order to comply with relevant statutory provisions, the medical screening for Firefighters is rigorous. Under the Health and Safety at Work Act 1974, the Fire and Rescue Service must reduce risk so far as is reasonably practicable. This means a medical condition giving rise to reasonably foreseeable occupational risk would not be acceptable.

Medical suitability is determined by an individual assessment. For practical reasons, this cannot be undertaken until the later stages of the recruitment process. The nature and effect of medical conditions may vary. It is therefore not possible to confirm medical conditions that would be unacceptable prior to an individual medical assessment. However, if you have a medical condition or a history of a medical condition which might present problems, the following general guidance should help you consider your medical suitability before applying.

A medical condition or functional limitation which, despite any reasonable adjustments, gives rise to significantly increased occupational risk of the following is unacceptable:

- Sudden collapse or sudden incapacitation;
- Impaired judgement;
- Altered awareness;
- Substantial physical or psychological injury/ill health;
- Any other effect which would pose a substantial health and safety risk to yourself and others.

The individual assessment will involve due consideration of any opinions or medical reports you may wish to submit. However, the decision on the significance of any risks identified will rest with the Fire and Rescue Services.

Please note that the Medical involves both drug and alcohol tests.



EYE SIGHT

During the course of the Recruitment process, possibly at the same time at which you sit the Ability Tests, your capacity to meet the appropriate eyesight standards will need to be evidenced. You will be advised of when and how this will be assessed.

The visual requirement for Firefighters is of a high standard.

Operational Firefighters must have an appropriate level of colour perception. Individuals with either normal colour vision or slightly abnormal green colour vision are suitable for appointment to the Fire and Rescue Service.

The main requirements are:

- **An unaided distance visual acuity of 6.9 or better using both eyes;**
- **Normal Colour Vision (Ishihara test – if 2 errors are made, further tests will be needed)**

If you are unsure whether you meet these requirements, you are advised to seek advice from a qualified optometrist. In addition to any preliminary eye sight assessments, detailed eyesight tests may be taken during the medical stage of the process.

If laser eye surgery has been performed, applications will not be considered for a minimum of 12 months after the date of the procedure but you may still apply.

The eyesight standards being applied are in line with Chief Fire Officer's Association (CFOA) Guidance and are non-negotiable.

8 APPOINTMENT

If you are successful at all stages of the recruitment process. Offers of employment will be made as vacancies arise. Any offer of employment is subject to the receipt of satisfactory references and vetting checks. Should an unsatisfactory reference or vetting check be received, the offer of employment will be withdrawn.

If you have not secured a position within the timescales set by the recruiting Service, you will be required to apply through a subsequent recruitment process.

WHO TO CONTACT?

If you have any queries, please contact the Recruitment and Resourcing Team via

Email: wds@southwales-fire.gov.uk or via Telephone: 01443 232200

We would like to take the opportunity to wish you every success throughout the Recruitment Process.

CONTACT US

South Wales Fire and Rescue Service

Recruitment and Resourcing Team
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CF72 8LX

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SCAN ME