

**KILDARE COUNTY COUNCIL**  
**CANDIDATE INFORMATION BOOKLET**  
**PLEASE READ CAREFULLY**

**RETAINED FIREFIGHTER PANEL**  
**MAYNOOTH FIRE STATION**

**Closing Date: Thursday, 2<sup>nd</sup> December 2021 at 4.00 p.m.**

Kildare County Council is committed to a policy of equal opportunity.

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1. The Kildare Fire Service is a retained service. Retained fire-fighters work on a part-time basis.
2. Membership of the Fire Service is voluntary, and a fire-fighter may resign at any time if he or she wishes, having provided statutory notice.
3. The appropriate retaining fee and the hourly rate for attendance at fires and drill sessions will be paid according to the Approved National scale as set out, for the time being, as APPENDIX A attached.

The retaining fee and drill fees are paid quarterly or more frequently and payment for fires may be made on a fortnightly basis if justified by the amount involved.

A clothing allowance is paid provided the fire-fighter attends 50% of calls.

An attendance at 85% of all drills and training sessions on a quarterly basis is necessary to qualify for a retaining fee. Fire-fighters who do not meet this requirement may lose 50% of Retainer (Annual Leave, Certified Sick Leave and Jury Duty, if not excused, may be valid excuses for absence). Other penalties may also apply.

4. It is a requirement of a fire-fighter's appointment that he/she qualify as a Breathing Apparatus Wearer. If he/she does not qualify, or if for any reason, is removed from the list of qualified Breathing Apparatus Wearers, they will be discharged from the service.

**Please Note: Where a successful candidate accepts an offer of appointment from this panel, where relevant, that candidate's name will be removed from all other retained fire fighter panels and no further offers of appointment will be made.**

## CONDITIONS OF SERVICE

1. Fire-fighters are required to:
  - a) be of good Character,
  - b) be physically and medically fit,
  - c) possess intelligence, courage, and initiative.

Before being accepted fire-fighters will be required to pass medical, physical, and other examinations which may include cardio-vascular assessment tests.

They will also be required to comply fully with the requirements of the "Occupational Health Scheme for Members of the Retained Fire Service" as published by the Local Government Management Services Board in July 2005.

Fire-fighters will also agree to undertake such other examinations as may be deemed necessary by the Chief Fire Officer. This may include, but is not limited to, return to work medicals, the provision of inoculations, screening etc.

2. Fire-fighters must be not less than 18 years or more than 50 on recruitment and must retire on reaching the age of 55. The Council may however, at its discretion, extend the age limit beyond the age of 55 years but under no circumstances shall such extension be such as to permit an employee to continue beyond the age of 58 years.
3. Fire-fighters will attend all calls if required to do so.
4. Fire-fighters may be rostered for duty in accordance with the station procedures. During a rostered period, they will attend all fire calls. The obligation is on the fire-fighters to ensure that they receive all fire calls during the rostered period. If a fire-fighter is unable to attend during a rostered period, a substitute must be provided, and the Station Officer's approval received. Substitution will only be allowed once per week unless in exceptional circumstances as agreed with under the Disciplinary Code.
5. Fire-fighters who do not attend for 75% of all incidents to which they are called will have 50% of Retainer deducted. (Annual Leave, Certified Sick Leave and Jury Duty, if not excused, will be valid excuses). Further penalties may also be applied.

During the non-rostered periods fire-fighters who are not on leave, will be expected to turn out for duty if required to do so.

Fire-fighters will be required to carry a Fire Service Alerter, switched on, **at all times** and to ensure this Alerter is fully operational.

6. Fire-fighters are obliged to:
  - a) Attend and successfully complete a Basic Recruit Course, a Breathing Apparatus Initial Wearers Course and a Compartment Fire Behaviour Training Course during their initial/probationary year or be dismissed from the Service.
  - b) Attend weekly training session in their stations and such other training or courses as may be required by the Chief Fire Officer.
7. If a fire-fighter is in employment, he/she will inform the employer that they are applying for this post and have a letter from him certifying that they will be released to attend fires during normal working hours.
8. Fire-fighters will reside and work within an acceptable distance of the fire station, as deemed by the Chief Fire Officer; generally, this is with a five-minute travel time to their designated station, as measured using Google Maps. If at any time change of work or place of residence affect availability the fire-fighter will be required to resign.
9. Fire-fighters will accept and abide by the Brigade Standing Orders at present in force and any Standing Orders made in the future by the Chief Fire Officer.
10. Fire Fighters will be required to carry out such other duties as may be assigned by the Chief Fire Officer or other line managers.
11. In the event of a grievance, fire-fighters will use the grievance procedures of Kildare County Council.
12. In the event of breach of discipline by fire-fighters, the Disciplinary Procedures of Kildare County Council will apply.
13. The appointment is probationary for the first twelve months. During this period the candidate will be required to demonstrate progression in his/her training and will be required to undertake practical tests at regular intervals.
14. Applicants will be required to attend for interview at their own expense. The interview board will recommend a panel of suitable applicants and further vacancies that occur, within a one-year period will be filled from this panel.
15. Candidates will also be required to undergo practical tests, to ensure that their ability to perform their duties as a fire-fighter is not affected by a fear of heights, confined spaces, or a lack of physical or mental competence.
16. Applicants must hold a current full manual Class B Driving Licence free from any endorsements.

**APPENDIX A**

**PAYMENT AND ALLOWANCES FOR RETAINED FIREFIGHTERS**

**Inclusive annual allowance: -** €8,276.00 (0-2 years)  
€9,197.00 (2-5 years)  
€10,312.00 (5-10 years)  
€11,333.00 (10 years +)

**Clothing allowance: -** €186.59 per annum.

**Drill rate: -** €21.83 per hour

**Fire Fees: -**

	<u>1<sup>st</sup> Hour</u>	<u>Subsequent Hour(s)</u>
<b>Day Rate: -</b>	€43.66	€21.83
<b>Night and Weekend Rate: -</b>	€87.32	€43.66