



**JOIN OUR MITIGATION CREWS**

**CANDIDATE INFORMATION  
PACK**

**2020**



# INFORMATION PACK FOR CANDIDATES

## Mitigation Crew Leader and Crew Member Positions

Thank you for expressing an interest in becoming part of the NSW Rural Fire Service's Mitigation Crews.

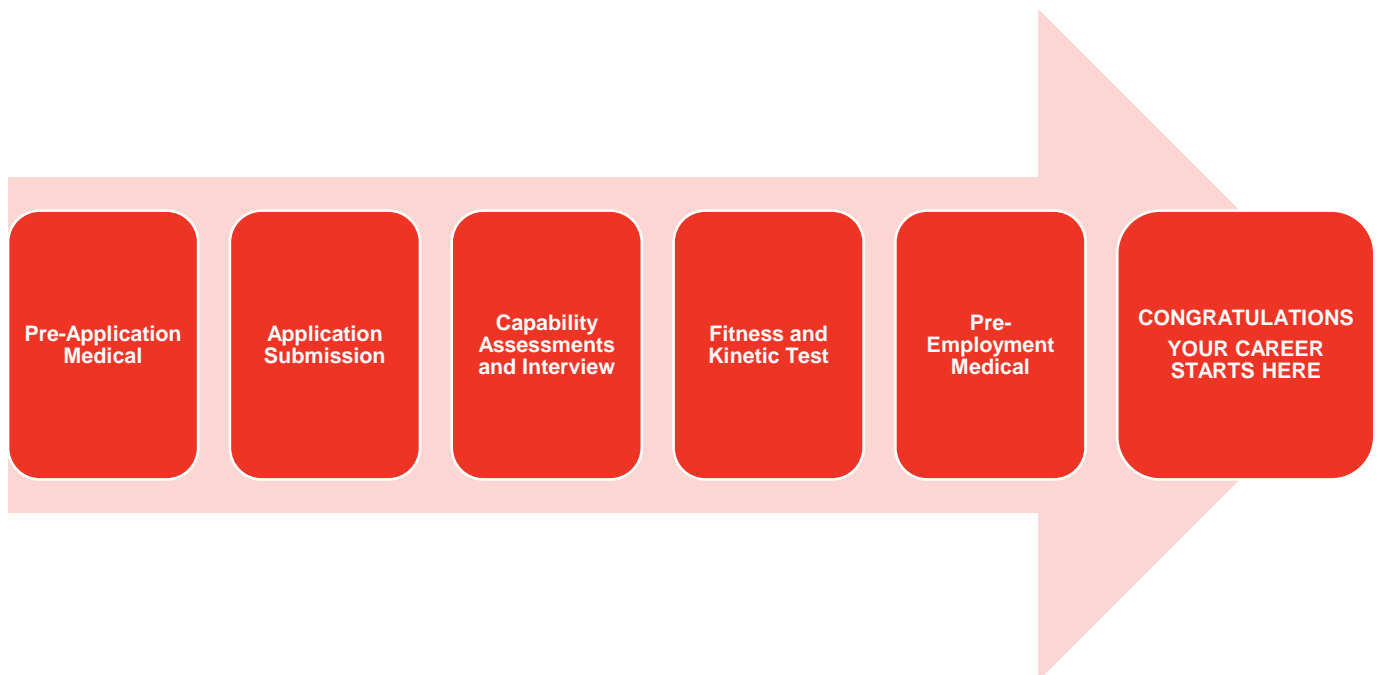
The following information provides an understanding of the process of applying for Crew Member and Crew Leader positions.

As a member of a Mitigation Crew, no one day is the same.

Some of the daily tasks that you may undertake include:

- › Construction and consolidation of control lines for fire operations and hazard reduction burns;
- › Fuel load assessments and fuel moisture content monitoring;
- › Assisting our volunteers with mid-week hazard reduction burning operations;
- › Post burn rehabilitation;
- › Creation of Asset Protection Zones (APZs) and Strategic Fire Advantage Zones (SFAZs);
- › Assist Infirm, Disabled and Elderly Residents (AIDER) Programme; and
- › Assisting with operational and logistical support like Base Camps and deployment of Remote Area Weather Units, and Weather Balloons.

Becoming a part of the Mitigation Team occurs through a 5 stage process. Applicants will be notified when successful in passing to the next stage gate.



## Stage 1 – Pre-Application Medical

You will need to download the NSW RFS Medical Assessment Form and RFS Role Profile from the job advertisement. Once downloaded and printed:

- › Complete the medical questionnaire and assessment form;
- › Take the completed medical assessment form to your medical practitioner along with a copy of the NSW RFS Role Profile. The Doctor will require this profile to complete your medical.
- › Have your doctor complete the relevant section and be sure to submit this medical clearance with your application online.

## Stage 2 – Application Submission

You will need to submit a written application through <http://www.iworkfor.nsw.gov.au> which includes:

- › Completing a series of online questions throughout the application; and
- › Uploading an updated resume (Max 4 pages) outlining your skills, experience, and qualifications; and
- › Upload your completed Medical Assessment – this will need to be completed with your local Doctor and the signed page attached to your application; and
- › Completed Crimtrac form with your verified ID - see your local district office to assist with this.

**A handy hint** – make sure that you include at least two referees within your application. It is recommended that you include three within your resume.

*Note: The NSW RFS will contact referees as part of the recruitment process. This check may be completed fairly early in the process and does not necessarily indicate selection.*

## Stage 3 – Capability Assessments and Interview

If your application has been successful and you make it through to this stage, you will be required to undertake a capability assessment and interview.

The capability assessment will be sent to you separately with information provided at the time of how and when to submit. Remember it is an essential part of the recruitment process so be sure to complete it and submit on time. Be sure to ensure that your email address is current in all documents you submit, and check your inbox regularly.

The interview will be either face to face or via an online portal. The process selected for the interview will be dependent on a number of factors. Given the current COVID-19 pandemic you are to assume the interview process will be by online means unless told otherwise.

**A handy hint** – The interview is your first time to let the NSW RFS know who you are and leave a positive impression throughout the selection process. Be sure to present yourself in a manner that says “hire me”.

## **Stage 4 – Fitness and Kinetic Test**

The fitness and kinetic tests are designed to test your fitness and ability to be a member of a Mitigation Crew.

The first test that you will complete will be the Arduous Pack Test (APT). Successful candidates who complete the Arduous Pack test in the required time will be advanced to the kinetic test.

The kinetic test is the second and final stage of the fitness testing for the recruitment. Please note that annual recertification in the APT is required as a crew member.

To find out what is involved in the Arduous Pack Test and the Kinetic test please refer to the Medical & Physical Capability Assessment Information Booklet.

**A handy hint** – The Arduous Pack test is Arduous! Make sure you have read through the Medical & Physical Capability Assessment Information Booklet and checked with your doctor so you can start training for this.

## **Stage 5 – Pre-Employment Medical**

The NSW RFS may want to confirm medical fitness and readiness of the candidate following the APT and Kinetic test. You will be advised of this requirement at the time. Costs associated with any pre-employment medical will be met by the NSW RFS.

## **What happens Next?**

### **Offer of Employment**

Once you have completed all of the above successfully you will be offered either a position in a Mitigation Crew or you will be provided the opportunity to be placed on the Talent Pool. This talent pool will be accessible by the NSW RFS for a period of up to 18 months.

All candidates who accept offers of employment or a position will need to undertake the mandatory Induction and Training programme.

Those who are selected for the Talent Pool can also undertake the Induction and Training Programme. Whilst this is not mandatory for talent pool, it will allow your placement above those who haven't.

### **Induction and Training**

Candidates who are offered a position must attend a training programme which is designed to provide you with the necessary skills to complete your daily work. Candidates are paid by the NSW RFS during the induction and training period.

This training is a combination of an online and residential programme. Depending on the position you have accepted you may be required to attend for up to five weeks.

All meals and accommodation are provided as part of this training programme.