

1. INTRODUCTION

Thank you for your interest in the role of Wholetime Firefighter with Scottish Fire and Rescue Service.

SFRS are committed to employing a diverse workforce to reflect the communities we serve.

The SFRS is an equal opportunities employer and a Disability Confident Employer. As such our selection processes are designed to promote equality of opportunity for all.

This pack is designed to provide you with the information you need to apply and support you through the process.

Further details and [Frequently Asked Questions](#) are available on the [Work For Us](#) section of our website. We strongly recommend that you review this detailed information before submitting your application.

FIRE SAFETY AND ORGANISATIONAL STATISTICS STATISTICAL HIGHLIGHTS 2019-20



What we do...

The Scottish Fire and Rescue Service (SFRS) is the **largest fire and rescue service in the UK and the fourth largest in the world**. Our Firefighters are at the heart of our communities and work in what can be unpredictable, but most certainly an exciting and rewarding role.

Our most recognisable role is emergency response and **we attend over 90,000 incidents a year**, covering everything from fires and road traffic collisions to water rescues and chemical spills.

While our staff are ready for action **24 hours a day, 7 days a week, 365 days a year**, our role begins long before any 999 call is made, and in communities right across Scotland, we are working to deliver crucial safety messages in the fight against fire.

While we have a critical role in dealing with risks including terrorism, severe weather and emergency medical response, we deliver so much more for our communities to ensure we remain relevant to the needs of the people of Scotland.

2. OUR VALUES

We work together for a Safer Scotland



The Scottish Fire and Rescue Service values of **SAFETY, TEAMWORK, RESPECT** and **INNOVATION**, reflect the way we do things, the actions we take, what we say, how we say it, how we treat others and how we expect to be treated.

Please read the booklet on [Our Values](#) which details how we can all support the SFRS vision in our everyday working lives – by promoting, adopting and demonstrating the attitudes and actions which underpin our values, we can all contribute to ensuring the SFRS is an effective, positive and collaborative place to work.

Visit our website to see [stories and testimonies](#) from our Wholetime Firefighters

3. OUR SERVICE DELIVERY AREAS

Our front-line services are delivered locally across the North, West and East of Scotland.

NORTH OF SCOTLAND

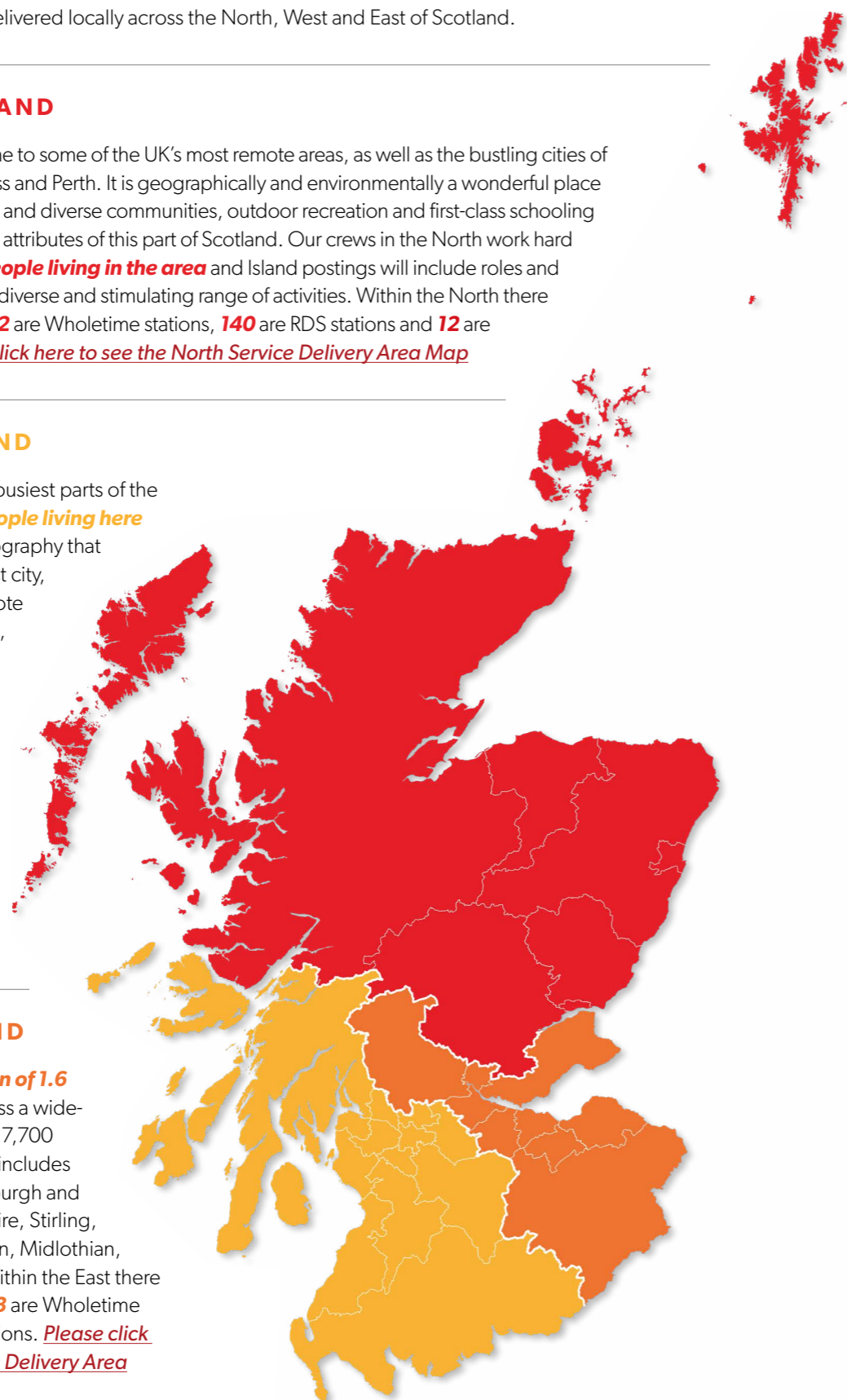
The North of Scotland is home to some of the UK's most remote areas, as well as the bustling cities of Aberdeen, Dundee, Inverness and Perth. It is geographically and environmentally a wonderful place to live and work. The thriving and diverse communities, outdoor recreation and first-class schooling are among the many positive attributes of this part of Scotland. Our crews in the North work hard to protect the **1.2 million people living in the area** and Island postings will include roles and responsibilities that ensure a diverse and stimulating range of activities. Within the North there are **164 stations**, of which **12** are Wholetime stations, **140** are RDS stations and **12** are Volunteers stations. [Please click here to see the North Service Delivery Area Map](#)

WEST OF SCOTLAND

Our West area is one of the busiest parts of the country. The **2.4 million people living here** are spread over a varied geography that includes the country's largest city, Glasgow, as well as the remote island communities of Argyll, with Wholetime stations also based in areas such as Dumfries and Oban. Within the West there are **127 Stations**, of which **39** are Wholetime stations, **58** are RDS stations and **30** are Volunteer stations. [Please click here to see the West Service Delivery Area Map](#)

EAST OF SCOTLAND

The East serves a **population of 1.6 million people**, based across a wide-ranging geography of some 7,700 square kilometres. The area includes Scotland's capital city, Edinburgh and the areas of Clackmannanshire, Stirling, Falkirk, West and East Lothian, Midlothian, Scottish Borders and Fife. Within the East there are **65 stations**, of which **23** are Wholetime stations and **42** are RDS stations. [Please click here to see the East Service Delivery Area](#)



4. THE SELECTION PROCESS

Please refer to [our website](#) for details of the process as you progress through each stage.

This is a staged progressive process requiring all candidates to successfully complete each stage in order to progress to the next. Applications will be prioritised and progressed in line with our vacancy profile and candidate work location preferences for the [published dates](#) on our website for Regional Assessment Centres.

Wholetime Firefighter	
SFRS Values Self Selection Questionnaire	This is a self-selection tool, designed to help you understand if working with the SFRS as a Wholetime Firefighter is the role for you.
Online Application	This is an online application form. Ensure you read all the information available to you before starting your application. For further information, click HERE .
Online Psychometric Test	You will be required to complete a number of online psychometric tests. These may be verified later in the process. For further information click HERE .
Fitness and Practical Selection Tests	Candidates will be required to pass, a fitness test and the firefighter practical selection tests. For further information for the Fitness Test click HERE . For further information for the Practical Selection Tests click HERE . *Your calculation ability will also be re-assessed at this stage in the process.
Selection Centre	The Selection Centre comprises of individual and group exercises and a formal interview, designed to match the candidate's potential skills, abilities, knowledge and values with those stated in the Firefighter role map. For further information, click HERE .
Offer and Pre-Employment Checks	If successful, we will issue a conditional offer of employment, further information can be found HERE .
Medical Assessment	We need to make sure that our Firefighters are both medically and physically fit. Successful candidates will be invited to attend a medical assessment. For further information on the Medical Assessment, please click HERE . For further information on Eyesight requirements, please click HERE .
Training and Development	Your career in the SFRS starts with an extensive 3 month training and development programme, by the end of which you will have achieved a Modern Apprenticeship qualification including an SVQ. For further information, please click HERE .

Firefighter recruitment is always a competitive process. The numbers of candidates who are progressed is determined by how many trainee Firefighters we need to recruit and the Service needs at each Service Delivery Area. Please aim to perform to the highest standard possible to ensure progression to the next stage of the process.

Applicants are advised that the selection process is timetabled to meet SFRS recruitment needs. If you fail to attend any stage of the process, we will be unable to progress your application. It should however be noted that the timetable may be subject to change at the exigencies of the Service.

5. TERMS AND CONDITIONS

STATION POSTING

If successful, we aim to provide a station posting in line with the area preferences you submitted at application stage, subject to our vacancy profile and operational requirements.

Please be advised that travel/relocation costs will not be supported.

HOURS OF WORK

Your hours of duty shall be an average of forty-two per week. Throughout Scotland there are currently 2 duty systems that operate, a day duty and a rota based system where the rota is based on the following principles:

- Each period of twenty-four hours shall be divided into a day shift and a night shift.
- The night shift shall not be less than twelve hours.
- There shall be at least two complete periods of twenty-four hours free from duty each week.
- Leave days shall change week by week in a regular progressive manner.
- No rota system shall include continuous duty periods of twenty-four hours.

PAY

Firefighter Trainee	£23,833
Firefighter Development	£24,826
Firefighter Competent	£31,767

TRAINING

Trainees attend an initial 3-month foundation based course at the SFRS National Training Centre. Candidates will be offered full accommodation if their home address is more than one hour travel from the training location. Candidates will also be offered accommodation on week one and the fortnight of BA training regardless of home address. However there is no compulsion to take up this offer.

This course will feature training in both job-related skills and knowledge-based training to develop basic core competence skills.

Education and training will form a significant part of your working career within the Service and this training along with your front-line experience will help you develop and progress your career against recognised goals.

MODERN APPRENTICESHIP

SFRS Firefighter Training and Development Programme is now completed as a Modern Apprenticeship programme. This does not alter entry requirements but means at the end of the three-year Firefighter Training and Development Programme trainees will have completed a Modern Apprenticeship qualification as well as an SVQ.

ANNUAL LEAVE

The leave year runs from 1st January to 31st December.

The full annual leave entitlement is 30 days per annum. Additionally, after 5 year's continuous service, employees are entitled to an additional 3 days Long Service Leave.

All leave is planned and authorised subject to the exigencies of the service.

PUBLIC HOLIDAYS

In addition to the above annual leave entitlement employees will be granted 8 days leave in respect of general and public holidays and these will be allocated to you.

ADDITIONAL BENEFITS

A career in the SFRS is wide and varied. As well as excellent learning and development opportunities, working with us you can expect:

- A wide variety of Operational and Support roles
- A rewarding career
- A final salary pension scheme/Excellent contributory pension scheme
- Excellent training and career progression opportunities
- Generous leave entitlement that increases with service
- Flexible working arrangements available for some Support Staff roles
- Personalised range of employment benefits available to you and your family

PRIVACY STATEMENT

The Service processes personal data collected during the recruitment process in accordance with its Data Protection Policy. In particular, data collected, as part of this policy, is held securely, accessed by and disclosed to individuals, only for the purposes of supporting an employee. Any personal data gathered in respect of using this policy will be restricted to its' use within the boundaries of the employee retention.

The lawful basis for processing is set out in GDPR Article 6 (b) – to fulfil a contract with an individual. Further information is available in the SFRS Privacy Notice available on our website.

If the information within this pack and available on our website does not answer your question, please contact us at SFRS.WTFFRecruitment@firescotland.gov.uk

Good luck with your application!



SCOTTISH
FIRE AND RESCUE SERVICE

Working together for a safer Scotland

www.firescotland.gov.uk