



Gwasanaeth Tân ac Achub
Canolbarth a Gorllewin Cymru

Mid and West Wales
Fire and Rescue Service

Wholetime Duty System Firefighter Recruitment Campaign 2025

Information Pack

www.mawwfire.gov.uk

Mae'r ddogfen hon ar gael yn Gymraeg



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Equal Opportunities

Mid and West Wales Fire and Rescue Service are committed to the development and promotion of Equal Opportunities and Fairness at Work.

Mid and West Wales Fire and Rescue Service is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be subject to a DBS check and satisfactory references.

For more information visit: Mid and West Wales Fire and Rescue Service

www.mawwfire.gov.uk

All of the information required to apply to become a Firefighter is contained within this Information Pack.

If you have any queries in relation to an application, please contact us via email:

recruitment@mawwfire.gov.uk



Welcome to the Service

Mid and West Wales are pleased to invite applications for Wholetime 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.

This document has been written to provide you with details of each stage of the Recruitment Process involved with the role of a Wholetime Firefighter. It is important that you are aware of how you will be assessed and what you can expect at each stage. All details that you need to apply are provided in this document.

If you feel that you have what it takes, we invite you to join our January 2025 Recruitment Process. If you have any queries prior to entering into the campaign or throughout the process, you are invited to **email: recruitment@mawwfire.gov.uk**



Roger Thomas KFSM
Chief Fire Officer
Mid and West Wales Fire & Rescue Service



EIN GWELEDIGAETH
I ddarparu'r Gwasanaeth gorau posibl i gymunedau canolbarth a gorllewin Cymru.

OUR VISION
To deliver the best possible service for the communities of mid and west Wales.

#eichgtacgc **#yourmawwfrs**

BEHAVIOURS

- ✓ Be Accountable
- ✓ Be Respectful
- ✓ Demonstrate Integrity
- ✓ Be Impartial
- ✓ Be Ethical

Candidates will be assessed against these behaviours throughout the recruitment process.

ENABLERS

- | | |
|--|--|
|  <p>Our people</p> |  <p>Corporate Social Responsibility</p> |
|  <p>Leadership and Management: Governance, decision making and continuous improvement</p> |  <p>Digital and Information Communications Technologies Strategy</p> |
|  <p>Financial Resilience</p> |  <p>Partnerships and Collaboration</p> |



Mid and West Wales Fire and Rescue Service operate rota systems, each involve the requirement to work anti-social hours, weekends and public holidays.

List of Wholetime Stations

2-2-4 System Fire Stations

Neath

Swansea Central

Port Talbot

Swansea West

Morrleston

Llanelli

Wholetime Firefighters provide emergency response cover on a 24-hour basis. Working on a shift system of 2-day shifts (0900-1800) and 2-night shifts (1800-0900), four watches (groups of staff) ensure that there is an immediate response capability at all times of the day and night. *(*subject to review)*

We have an innovative approach to this national system that provides staff with flexibility and ownership, setting targets for crewing levels and encouraging staff to utilise the system to meet their needs as well as those of the organisation.

Flexible Day Crewed (FDC) Fire Stations *(attracts 7.5% additional allowance)*

Carmarthen

Haverfordwest

Ammanford

Milford Haven

Pontardawe

Pembroke Dock

Aberystwyth



The FDC operate on the principle that during daytime hours the station is crewed on a Wholetime basis; at night, stations are crewed by a combination of the Wholetime Duty System (WDS) personnel that worked during the day and On Call personnel who are purely conditioned to that duty system.

Each employee employed within the FDC system is required to be available to work 191 x 9.5 hour shifts per year. This is reduced to 159 when annual leave entitlements are taken off. This is equal to an average of 42 whole time hours per week. In respect of this 42 hours per week, an average of seven hours per week shall be on standby at home. FDC Supervisory Officers must ensure that employees work their standby hours evenly throughout the year.

FDC shifts operate for a 9.5-hour period between 08.00hrs and 18.00hrs with start and finish times varying dependent upon location. Employees are then required to provide On Call cover from 18.00 to 08.00 the following morning.

Whilst staff are providing On Call cover, they will reside at their home address or another location that has been approved by the Service. Staff will have freedom of movement whilst 'On Call' with the caveat that they must be able to respond to their station within acceptable time limits.





Our Commitment to you...

We are fully committed to meeting our duties to matters of equality as set out in current legislation. The Fire and Rescue Service cannot make any adjustments to the person specification requirements as identified above or to nationally set fitness standards. These requirements and standards have been set to ensure that individuals are safe at work, for their own protection and that of others.

If you have a disability and feel that you are able to meet the essential requirements of an Operational Firefighter as detailed in the job description and person specification, but the assessment process prevents you from fully demonstrating your abilities, reasonable adjustments to the process will be considered.

To ensure that support is readily available, you are required to bring your specific needs to the attention of the appropriate testing centre in advance.

Rates of Pay



Rates of Pay for Operational WDS Firefighters from 1st July 2024.

Firefighter Trainee	£28,265
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Firefighter Development	£29,442
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Firefighter Competent	£37,675
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The Recruitment Process

There are five Stages of the process:



1.
Registration, SIFT
& Ability Tests



2.
Physical & Practical
Assessment



3.
Selection



4.
Fitness Assessment



5.
Medical





Stage 1 - Registration, Online (SIFT) & Ability Tests

The start of the Recruitment Process involves completing registration, an Online Assessment (the SIFT) and Online Ability Tests.

The first element requires you to give some personal details and register with us. You will then be presented with details of the firefighting role and asked to consider how the role meets your expectations in terms of working environment and future career.

You will also be asked some basic questions to ensure that you are eligible to apply. As part of your eligibility assessment, we will identify:

Whether you are over the age of 17 years and 6 months

Whether you have the right to work in the UK

Whether you have any unspent convictions that may temporarily preclude you from working as a Firefighter (all unspent and pending convictions must be declared – failure to do so will result in your application being automatically withdrawn). If you are unsure whether a conviction is spent, please contact NACRO for advice www.nacro.org.uk

It is important to note that you can complete this or any of the online elements at any time during the timescales highlighted in the timetable (i.e. day or night). You will need to have your National Insurance number available to be able to register as well as your email address.

The system will communicate with you using the email address that you provide during the registration. If you provide an incorrect email address, the system will be unable to provide you with updates.



If you do not complete the online registration, you will not be able to access the subsequent elements and progress within the campaign. You will only be able to register with us once per recruitment campaign.

Once you have completed the online registration, you will receive two emails from the online systems advising you of how and when you can access the online SIFT and Online Ability Tests.

Element 2 - SIFT

This assessment includes a Behavioural Styles Questionnaire and a Situational Judgement Test.

The Behavioural Styles Questionnaire explores your preferred behaviours in a working environment. No revision or additional study is required for this element.

The Situational Judgement Test measures your judgement and decision-making skills in situations that are typical in the Fire and Rescue Service. No knowledge or experience as a Firefighter is required to complete this test and no prior revision is needed.

What is involved?	How long will it take?
Behavioural Styles Questionnaire (BSQ)	This assessment is not timed. You should allow approximately 15-20 minutes to complete in a quiet location
Situational Judgement Test (SJT)	This assessment is not timed. You should allow approximately 30-35 minutes to complete in a quiet location



Element 3 - Online Ability Tests

You will also receive a separate email with links to three ability tests (Numerical, Mechanical and Verbal reasoning). You will be sent information to assist you in your preparation, practice questions are also available on the Wholetime recruitment page of the website. These tests are available in both English and Welsh.

These tests are timed assessments, the estimated times are stated below, and they consist of the following:



Numerical Reasoning (18 minutes & additional time if applicable)

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.



Mechanical Reasoning (17 minutes & additional time if applicable)

The Firefighter role involves solving practical problems. This test measures your ability to apply general mechanical principles that supports practical problem solving. You will be presented with a series of diagrams and asked to answer questions to demonstrate your understanding of the mechanical principles applicable.



Verbal Reasoning (15 minutes & additional time if applicable)

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.

Please be advised that should you be successful at passing these assessments, you will be invited to attend a Verification Session of these assessments at a later stage.

You can access and complete Element 2 and Element 3 in any order that you choose.



Key Dates

Online Registration



OPENS



CLOSES

Online Questionnaires & Ability Tests



OPENS



CLOSES

You will be able to access the Online Registration system from the Service's website www.mawwfire.gov.uk

The Online Registration and all elements associated with the SIFT are available in both English and Welsh.

Please note that CVs or any other form of application will not be accepted.



Eye Sight Test

During the course of the Recruitment Process, as part of the Medical Assessment, 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:

Unaided visual acuity in the best eye at least 6/18

Unaided visual acuity in the worst eye at least 6/24

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 eyesight 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.



Stage 2 - Physical and Practical Assessment (P&P)

If successful at Stage 1 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.

All Physical and Practical Assessments can be viewed via the following link:



Stage 3 - Selection

If successful at the Physical and Practical Assessment day, you will be invited to attend the Selection Stage.

The Selection Stage may comprise of the following:



A Presentation



**Interview
Assessment**



Group Discussion

Further details will be given closer to the time. You will be sent a Selection Guidance Booklet to support you in your preparation for this stage.



Stage 4 - Fitness Assessment (Chester Treadmill Test)

If successful at the Selection Stage, a Fitness Assessment will be carried out to determine aerobic fitness.

Your level of physical fitness will be determined by measuring your performance during a number of physical and practical firefighting tasks. In addition, you will be required to perform an 'aerobic' fitness test to predict your aerobic capacity (in $\text{mlsO}_2/\text{kg}/\text{min}$). This allows us to assess your ability to perform exercise for longer periods which is important for safe firefighting.

This test is a 12-minute, graded treadmill walk/run test. It is designed to assess whether you can achieve the minimum recommended standard of aerobic capacity ($42.3 \text{mlsO}_2/\text{kg}/\text{min}$) to be an Operational Firefighter.

Pre-Test:

- 1. There must be no medical contraindications to performing potentially exhaustive exercise. A medical questionnaire must be completed before attempting the test.**
- 2. The candidate must wear suitable sports clothing and training shoes.**
- 3. The candidate ideally, should be very familiar with walking briskly/running on a treadmill, without using handrails for support.**
- 4. Blood pressure will be taken prior to undertaking the treadmill test. A result below 180/110 is required to undertake the test.**



Test Protocol:

Candidates will be allowed to warm up prior to the test.

The table below illustrates the speed, level of incline and time which is required to complete the test:

Time on Treadmill	Incline Level of Treadmill	Speed of Treadmill
0 - 2 Minutes	0 %	3.9 mph / 6.2 kph
2 - 4 Minutes	3 %	3.9 mph / 6.2 kph
4 - 6 Minutes	6 %	3.9 mph / 6.2 kph
6 - 8 Minutes	9 %	3.9 mph / 6.2 kph
8 - 10 Minutes	12 %	3.9 mph / 6.2 kph
10 - 12 Minutes	15 %	3.9 mph / 6.2 kph

After 12 minutes, the candidate will have reached the required fitness standard of 42.3 mlsO₂/kg/min and will have successfully passed the test.

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 view a Preparatory Physical Training Programme from:







Water Affinity Test

As part of the Fitness Assessment, applicants will also be assessed in a swimming pool to determine their confidence operating in water. Firefighters respond to water rescue and floods as part of the statutory duty.

The test comprises of two stages:

Swim Test - Each candidate must complete a 25m swim (front crawl). There will be no time limit.

Self-Rescue - Each Candidate will enter the water from platform no more than 2m above water level, they will then be required to swim 10m and negotiate obstructions by swimming past them sub surface.

A personal floatation device will be provided for use for the duration of the test.

CPR Assessment

Firefighters respond to medical incidents as part of their role. Applicants will be assessed on Cardiopulmonary Resuscitation (CPR) to determine their confidence in undertaking the activity.

The test will require applicants to:

Call for Help

Hands on chest and mouth to mouth 30:2 ratio



Stage 5 - The 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 Service.

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

Entry Routes

Application Type	Submit Application	Complete online SIFT (Behavioural questionnaire & Situational Judgement Test)	Complete online ability tests (Numerical reasoning, mechanical reasoning, verbal reasoning)	Attend Physical & Practical Assessment (POEST & Water Affinity Assessment)	Attend interview	Attend Chester Treadmill test
External Applicant	✓	✓	✓	✓	✓	✓
Internal MAWWFRS On-call Firefighter (over 9 months Service)	✓	✓	✗	Water assessment only, if not completed water first responder course previously*	✓	✓
Internal MAWWFRS On-call Firefighter (under 9 months Service)	✓	✓	✓	✓	✓	✓

***Training and HR will identify whether you have undertaken the water first responder course prior to this stage and you will be notified if you are required to sit this assessment.**



Appointment

If you are successful at all stages of the Recruitment Process, your details will be placed on a Holding List. 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.

The currency of the Holding List is at the discretion of the Service. It is anticipated that the Holding List will remain current for 12 months from completion of the Selection Process, or until the Service decide to run another Wholetime recruitment campaign. 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.

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

If you have any queries, you are invited to e-mail:-

recruitment@mawwfire.gov.uk





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Fire and Rescue Service

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