

1. What can I expect during the recruitment process:
 - Please refer to Steps in Hiring Process [Firefighter hiring process](#)
2. What are the hours of work for this position?
 - 24 hour shifts
 - 08:00 – 08:00
 - 42 hours/week
 - Rotating shift schedule
3. In which location will I be working?
 - There are 21 fire stations in Mississauga.
You may be placed at any fire station within the City of Mississauga.
4. Are there shifts during nights and weekends or holidays to which I will be assigned?
 - Yes, firefighters work 24 hours/day, 365 days/year
5. What if I don't have my DZ license at the time of application?
 - You will have up to the **conditional offer of employment stage** to obtain your DZ license.
 - Typically you will need it at the time of onboarding and you will be required to upload it during the onboarding steps.
6. What are the NFPA courses or certifications that are required to apply?
 - NFPA 1001 Level I and II
 - NFPA 472 or NFPA 1072 Awareness and Operations
7. What benefits are offered in this position if I am successful?
 - MFES offers an excellent extended benefits package
 - Details will be provided at the conditional employment offer stage
 - Benefits at a glance are below
 - Prescription Drugs
 - Vision Care and Eye Exams
 - Out of Province Emergency Medical
 - Private Duty Nursing
 - Hospital
 - Orthopedic Shoes and Orthotics
 - Psychologist
 - Paramedical
 - Life Insurance
 - Accidental Death & Dismemberment Insurance
 - Sick Leave
 - Long Term Disability
8. Are there any assessments / tests that I need to undergo?
 - Practical, behavioural and swimming tests are all components of the recruitment process.
9. I don't have the education or credentials required for this position but I have direct related experience. Will I be still considered if I don't meet the minimum requirements?
 - You are required to meet the minimum requirements

10. Is proof of community involvement or volunteering experience required to be submitted?
 - This is a preferred qualification or skill that is beneficial to your application
11. How many interviews will there be?
 - Please refer to Steps in Hiring Process [Firefighter hiring process](#)
Virtual or face to face interview process depending on COVID- 19 related advisory and restrictions
 - One or several interviews may take place with the Hiring Manager and/or Human Resources, or both. Interviews will be based on job-related criteria, and will be conducted in a manner which is fair and consistent.
12. I currently am working through scheduling my OFAI stage 2 treadmill test and stage 3 certifications. Would my application be considered for the position if I were to complete the stages prior to a potential offer of employment rather than posting closing date?
 - Certification to completed and required before the Second interview stage if you are successful in the previous screening and selection phases. (Sometime around end of April or beginning of May)
13. One of the required credentials is valid certification of OFAI. I have previously had all stages successfully completed; however I am currently unable to renew them as there are zero available time slots with OFAI. I am wondering if there are any provisions in place to assist people who are unable to renew their credentials due to the pandemic.
 - Please look out for open spots availability and registration on OFAI website. We will keep you posted if we have any information regarding the availability for testing time slots and if there are any changes to our requirements due to the evolving pandemic situation.
14. I hold an Advanced Medical First Responder certificate in place of a Standard First Aid certificate, which has been granted an extension through St. John Ambulance. Would this be sufficient?
 - Standard first Aid certification with CPR C is the minimum required and accepted credential for the firefighter position at the City of Mississauga. If you possess any other similar certification or higher certification, you will still be required to submit the Standard First Aid certification with CPR C.
15. Other than the standard certifications (FF 1&2, OFAI, DZ, etc.), what are other courses and certifications are required from applicants?
 - Please see minimum required qualifications and preferred qualifications in the FAQ document and on our website steps to hiring process
16. Can I update my qualifications throughout the process? How?
 - You can update your candidate profile and resume anytime on success factors. Log into your account in success factors and make the necessary updates.
 - **However the job application for firefighter job once submitted cannot be updated or edited during the recruitment process in success factors**

17. What are some health and safety hazards associated with being a fire fighter?

- Hazards typically fall into one of six general categories as listed below. For more information on the hazard categories, prevention, or how to work safely, please follow the link below.

[CCOHS - OHS Fact Sheet - Firefighter](#)

18. How do I reset my password?

- To reset your password, click My Candidate Profile tab at the top right of the page and you will be directed to the sign-in page. Click the Forgot your password link beside the sign-in button and enter your email address. Check your email for further instructions to reset your password.

19. I haven't received the reset password email?

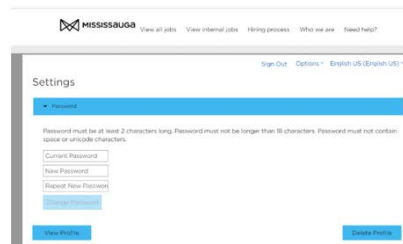
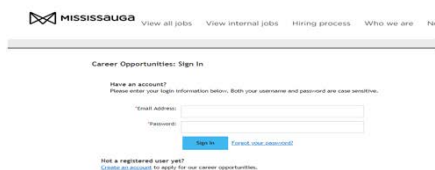
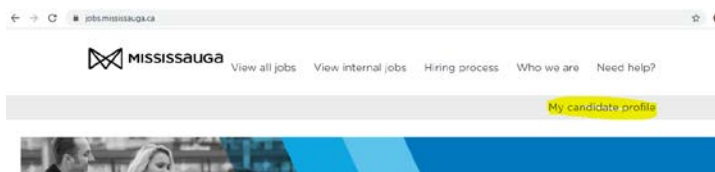
- If, after requesting a reset of your password, you don't receive a password reset email, do the following:
- Check the Spam or Junk Mail folder. If the email isn't there, clear your internet Browser's cache and cookies and try resetting the password again
- Search for an email with the title "Reset your password".
- Wait five minutes for the password reset email to arrive.
- Check your other email accounts, if any, for a password reset email

20. Do I need to sign-in to search for and review jobs?

- No, you do not need to log in to view jobs on the career site. However, you will need to sign-in to apply for jobs.

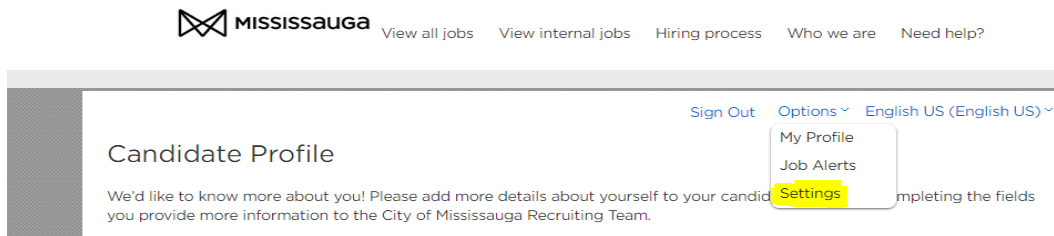
21. How do I create my Candidate Profile in success factors?

- To create an online profile, click **My Candidate Profile** at the top right side of the page.



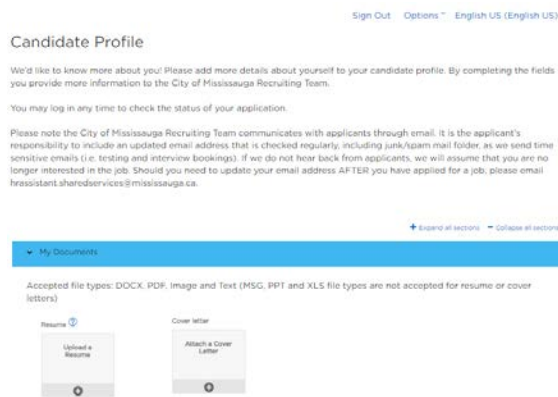
22. How do I change my password in success factors?

To change your password, sign-in to your **Candidate Profile**, click **Options** and select **Settings** from the drop down menu. Enter new password and select **Change Password** button on the bottom left.



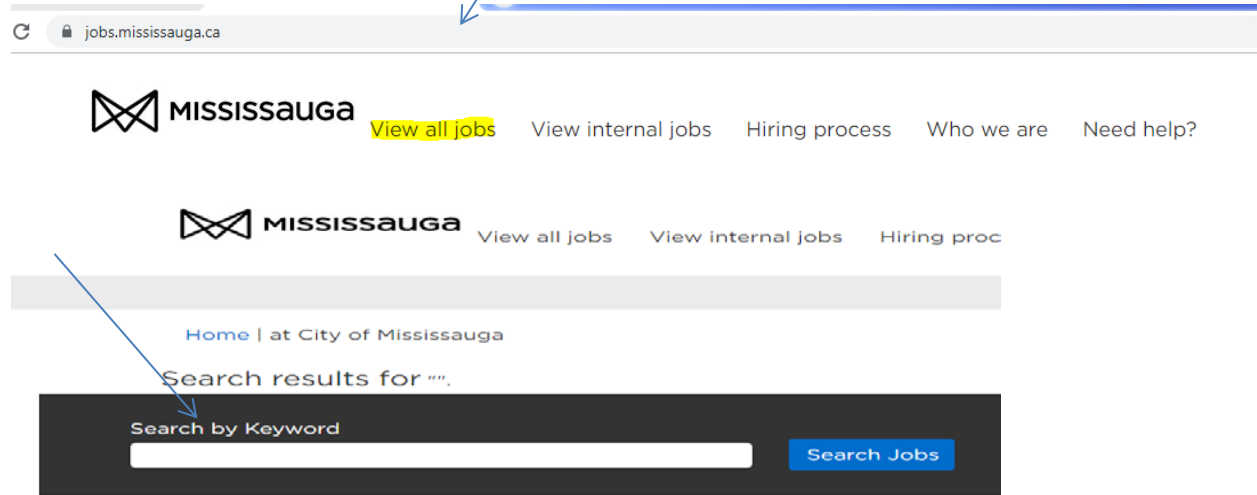
23. How do I update my Candidate Profile, including my resume?

To update your online profile, sign-in to your **Candidate Profile** and expand the sections where you can make updates to your personal information and/or resume. When finished, simply click Save at the bottom.



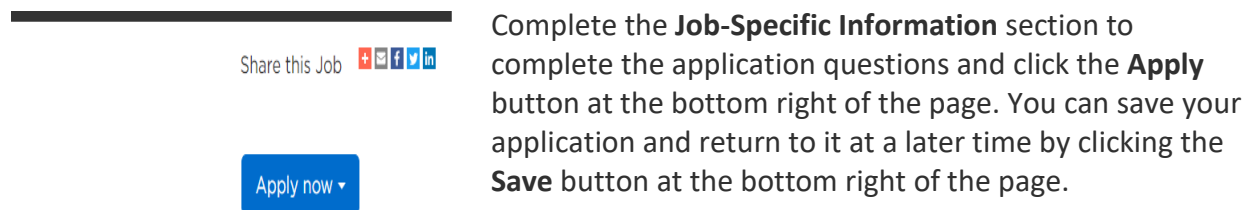
24. How do I search for a job?

To search for a job, click the **View All Jobs** tab located at the top of the page. You can **Search by Keyword** feature to search within the title and description of the job posting. For example, a keyword search for "graphic designer" will return results where the job contains both "graphic" AND "designer." Keyword search does not accept Boolean search terms at this time.



25. How do I apply for the job?

To apply for the job, click on the job posting and select the **Apply Now** button on the top right of the page and select **Apply Now** from the drop down menu. You will be prompted to sign-in to your **Candidate Profile**, if you have not already done so. Review and/or edit the details of your Candidate Profile, ensuring your email address and phone numbers are up to date.



26. How will I be contacted if I am selected for an interview?

We communicate with applicants through email. It is your responsibility to include an email address that is checked regularly, including junk/spam mail folder, as we send time sensitive emails (i.e. testing and interview bookings). If we do not hear back, we will assume that you are no longer interested in the job.

27. Can I edit my application after I submitted it?

No, you are not able to edit your profile information or screening questions after you have submitted your application.

28. Something has changed on my application after I submitted my application. How do I update?

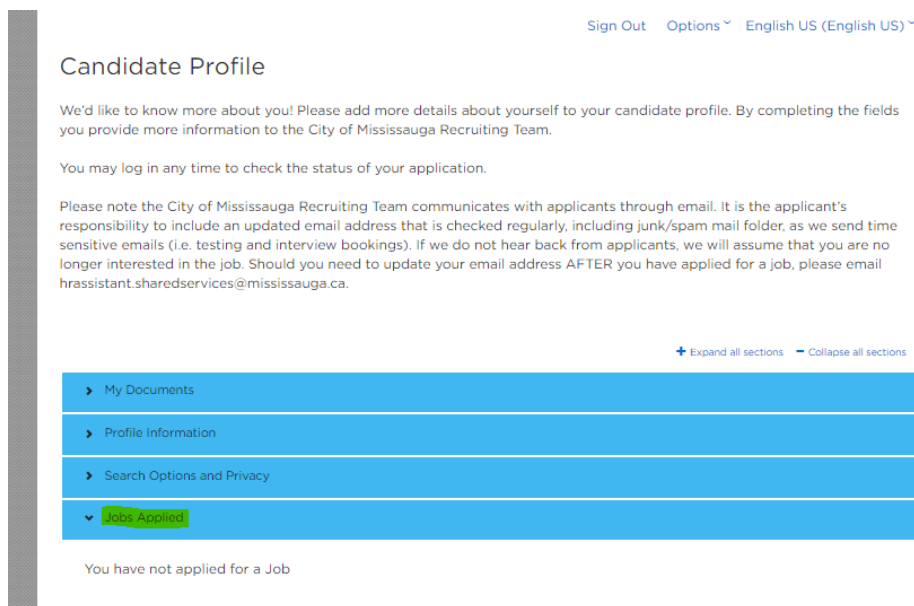
If your resume, cover letter, phone number or your email address has changed after you have submitted your application it is your responsibility to make the necessary changes on your Candidate Profile AND contact askhr@mississauga.ca who will update your contact information on your application(s). Please note that if we send testing/interviewing invitations or offer letters and do not hear back from you we will assume that you are no longer interested in the job.

29. How do I view the status of my application?

To view the status of your application, sign-in to your **Candidate Profile** and expand the **Jobs Applied** section. The Jobs Applied section will display all positions you have applied to, along with the status of each one.

Steps:

1. Go to jobs.mississauga.ca
2. Click on “My Candidate Profile” on top right
3. Login to your account
4. Under Candidate Profile page expand the Jobs Applied Section



Sign Out Options English US (English US)

Candidate Profile

We'd like to know more about you! Please add more details about yourself to your candidate profile. By completing the fields you provide more information to the City of Mississauga Recruiting Team.

You may log in any time to check the status of your application.

Please note the City of Mississauga Recruiting Team communicates with applicants through email. It is the applicant's responsibility to include an updated email address that is checked regularly, including junk/spam mail folder, as we send time sensitive emails (i.e. testing and interview bookings). If we do not hear back from applicants, we will assume that you are no longer interested in the job. Should you need to update your email address AFTER you have applied for a job, please email hrrassistant.shareservices@mississauga.ca.

+ Expand all sections - Collapse all sections

- My Documents
- Profile Information
- Search Options and Privacy
- Jobs Applied**

You have not applied for a Job