I am very interested in the recruitment and promotion system of firefighters. However, data on the UK's firefighter recruitment and promotion system is hard to find on the internet. In particular, there is very little promotion system. Therefore, I need your help.

My question is all about the whole time firefighter.

**Recruitment**

1. In the case of firefighters, are all new recruits of the same rank? For example, if a candidate has no experience as a firefighter, but has a specific certificate or degree, can he or she be hired as an intermediate, such as watch manager?
\* In Korea or Japan, the test can be set separately between the fighter test and the watch manager test, allowing applicants to take the test they want. Of course, the middle-rank examination is much more difficult to pass, with fewer people being singled out than those in the lower rank.

All new recruits are employed initially as Trainee Firefighters.

2. In the case of the fire fighter test, are fire truck drivers selected separately?

Yes

3. How do the math and English tests in the online test differ from the math and English tests in the assessment center? On-line testing is conducted under supervision of a supervisor or is it conducted individually at the applicant's home?

The online stages of the recruitment process are undertaken by the applicant in their own time and at a location suitable to them (i.e. their home). They are not supervised

 4. Does the Assessment center (Interview, Roleplay, Writen Excellence, Verification Test for Maths and English) drop out candidates who are not capable at each stage or rank them by adding scores from all stages?

We do not hold assessment centres. The first two online stages are pass or fail. The online ability tests are ranked and applicants are top sliced to progress to roleplay and interview. Candidate scores from role play and ranked and a top slice taken to interview. Applicants are again ranked and top sliced at interview to progress to the next stage. Scores are not combined or added together

What is the level of Maths and English requirement?

No qualifications asked for.

How many applicants does the Assessment Center select over recruitment? For example, in Korea, twice as many applicants are selected for the written test and the next step is the physical fitness test.

There is no specific amount. It is based on the exigencies of the service and resources available

5. In the case of fitness(Physical) tests, if the applicant fails to perform a step-by-step role, will it be rejected? Are they all the same conditions when the action is completed? Or do you evaluate the ranking according to performance and time?

If the applicants fail any of the job related tests they will be removed from the process.

6. In which stages will the final successful candidate be selected? For example, in Korea, twice as many people are selected for written tests, and physical strength tests are taken for those selected. Physical fitness tests give points by performance. The scores of the written test and the fitness test are combined. In the order of high scores, 1.3 times shall be selected to conduct interview tests, and the necessary personnel shall be finally selected by combining the scores of written tests, physical strength tests, and interview tests.

Candidates successful at medical and fitness will be listed in order based on scores received at interview. The number of required places (places reserved for the recruits training course) will then be offered to the applicants who scored highest at interview stage. Where scores are the same, it will be necessary for the Service to take into consideration scores received at previous stages of the recruitment process

7. Does your FRS also determine the final successful candidate by combining the Assessment center score and the fitness tests score

Please see above.

8. For Firefighter applicants, what certificates or degrees are advantageous for the exam. Or is it advantageous to have an on-call firefighter, controller, or volunteer experience? If it is advantageous, what is advantageous?

We do not ask for any specific certificates or degrees.

9. Firefighter recruitment tests are available for all ages over 18 and there is no age limit. What law is this based on?

Recruits must be 18 at the commencement of the recruits course, therefore they can apply at 17 and a half.

10. For example, I am a firefighter in another area. Do I have to take a new recruitment test to work for your FRS? Or if there is a vacancy for the FRS in your area, can I move to another way than the new recruitment test?

We do look at Firefighters transfers from other Brigades.

11. Can a firefighter be a fire inspector or a fire investigator? Or are fire inspectors and fire investigators selected separately?

 No, these roles are selected separately

12. Firefighter tests include tests using fire equipment such as ladders. Where can applicants practice using these equipment before the test? Does the local fire station always help volunteers use the equipment?

We cannot undertake practice sessions due to Service resources

13. How are “References” used? Does it affect applicants' acceptance and rejection?

Contracts of employment are subject to satisfactory references. References are reviewed by the HR department and decisions are made upon their receipt

14. Is a driver's license required for application? Are there any restrictions on educational background? For example, is graduating from secondary school mandatory

No

15. For fitness((Physical) tests, are the evaluation criteria for men and women the same? Are men and women required separately selected from the new recruitment?

(Is there a separate number of new employees for men and women?)

\*In Korea, men and women are selected separately, and the standards for fitness tests are different.

They are the same for men and women

16. Is the recruitment of new firefighters regularly (once a year or every six months, etc.) or frequently if necessary?

There is no set timeframe. We recruit as when required.

16. In general, what is the ratio between men and women when hiring new employees? Or what is the ratio of men and women to new recruits in 2020 and 2019?

We did not run a campaign in 2020. These are figures from 2018 and 2019

2018 = 0 females to 10 males

2019 = 2 female to 6 male

17. How is the ratio of men to women consisting of firefighters currently on duty?

We have 177 male wholetime firefighters and 13 female wholetime firefighters.

**Promotion**

First of all, in your case of FRS, I couldn't make a specific question because there was no basic information about promotion. I found some data on the Internet, so if it doesn't fit your region, please give me as similar a response as possible.

1. In Korea, the retirement age of firefighters is 60 years old, and those who have birthdays between January and June will be retired on June 30 and December 31 if they have birthdays between July and December. When do most of your FRS firefighters retire?

Between the age of 50 and 55 depending on their length of service.

1. In Korea, the promotion process is mostly carried out in May and November. The local fire Head Quarter conducts promotion procedures for the number of people needed. Does your area do promotions frequently or regularly?

There is no set timeframe. Promotions are looked at as when required.

1. South Korea, up to station manager, 50% will be selected through written tests and 50% will be selected through Regular Evaluation Score. For example, if 10 people are promoted to station manager, 5 people will be promoted through written tests and 5 people will be promoted through Regular Evaluation Score. And the higher ranks are selected only through Regular Evaluation Score. What's your area like?

All promotions are based on a selection process and all candidates go through the same process relative to the role in question

Promotion by regular evaluation scores consists of 60% evaluation by superiors, 20% of current rank work experience, 10% of required education completion, and 10% of physical strength measurement and certificate acquisition. After selecting 2 times the number of necessary personnel in the order of the top score, including these scores, the fire-fighting headquarters shall conduct promotion as many as necessary through final deliberation.

4. In Korea, firefighter to station manager work a certain amount of time in the current class and can be promoted to service without disciplinary experience. (For example, seven years at Firefighter, promoted to crew manager)

Is there a system in your area where you get promoted after working this fixed period of time?

No

5. Is there a minimum working period by class for promotion to the upper ranks?

Firefighter to Crew Manager :

Crew to Watch Manager :

Watch Manager to Station Manager :

Station to Group Manager :

Area to Brigade Manager :

No, everyone most go through the promotion process.

6. Are there any training required to be received at Fire Service College or Fire Service Training Facilities for promotion to higher ranks by rank?

Or are there required qualifications?

Firefighter to Crew Manager :

Crew to Watch Manager :

Watch Manager to Station Manager :

Station to Group Manager :

Area to Brigade Manager :

All individuals must complete a workplace development programme which details any required training or learning for the role

7. Does a firefighter in your area have a mandatory experience by rank for promotion? For example, does a firefighter have experience that he or she must go through, such as fire investigation, fire inspection, and fire training, in order to get a promotion?

Firefighter to Crew Manager :

Crew to Watch Manager :

Watch Manager to Station Manager :

Station to Group Manager :

Area to Brigade Manager :

No

8. West Yorkshire / Group Managers / procedures

|  |
| --- |
| Stage 1 – Identified as showing potential for promotion as part of their Annual Review (AR) (Internal Only)Stage 2 - Completion of an online application form and subsequent shortlistingStage 3 - Online Psychometric AssessmentStage 4 - Operational Command AssuranceStage 5 – Interview and PresentationStage 6 - Pre employment checks |

\* Does a firefighter in your area carry out promotion work similarly? Is the whole rank similar to this?

Firefighter carries out Firefighter to Crew Manager CPG Assessment

When positions become available, Firefighters apply for promotion through application

Successful candidates undertake an interview process

If successful at interview candidates are placed in role

\* What is the Annual Review (AR)? Not applicable to SFRS

\* By what criteria is shortlisting executed? (Duration of service, experience, certificate?, degree?) In shortlisting, applicants are required to pass? Or does your FRS, for example, select twice or three times as many applicants at this stage

Shortlisting is based on the applicants ability to meet the person specification of the relevant job description

\* What is the evaluation of the Operational Command Assurance phase? Does this assess pass or fail? Not applicable to SFRS

\* What are the specific criteria for Incident Command Scoring Criteria?

All recruitment and promotion processes are scored the same, in line with the relevant person specification

\* Who conducts the evaluation of the applicant's Interview and Presentation?

2 operational officers and member of the HR Department

Who is the evaluator? Are they invited from outside or higher class than the target?

Operational officers are of a higher rank that the role being applied for. The HR team member is there as moderator

\* What are Pre-employment checks?

All offers of appointment are subject to satisfactory references, a basic disclosure check and successful completion of the recruits course.

\* At what stage is the final candidate chosen? Who finally decides who will be promoted?

Success at promotion is based on the highest interview score

9. If the promotion method is different by rank, can you tell me specifically about the promotion method?

We use a process called the Career Progression Gateway (CPG).

The process is completed online and booking of your assessments is done via the VCA assessment portal.  The CPG consists of the following:

* Case study – 65-75 minutes (depending on the level you are undertaking).  The information you require will be on screen and you will type your response on screen.  The case study is set in a fictitious Fire and Rescue Service.
* One to One telephone role play.  You will have 20 minutes to read some background information on screen about the telephone call you will receive.  You will then receive the telephone call from the role player which will last 20 minutes.

10. 10. Do firefighters sometimes take written tests for promotion? In what class are written tests conducted? What areas do firefighters conduct if they take a written test?

Please see above.

11. Does your FRS conduct annual or regular evaluations of firefighters? How do you evaluate firefighters? And what are you evaluating?

Individual Performance and Development Review (IPDR) is a formal performance assessment that will take place on a yearly basis. The Service is committed to supporting the development and progression of all staff and ensuring a fair and consistent approach to performance and promotion. Having a skilled, motivated, well supported and developed workforce helps to ensure an efficient Service is delivered to reduce harm and save lives in the communities we service. IPDR’s are managed through an integrated Learning Management System (LMS), currently LEO, and automated reminders are sent to managers when IPDR’s are due. LEO enables training, development needs, action plans and IPDR’s to be accessed in one place. The LEO system allows documents to be accessed in ‘real time’ throughout the year and enables managers and employees’ to update and record comments against objectives and behaviours. Completion of the IPDR process is mandatory for all employees and completion will be monitored and reported to Senior Managers

12. Are promotion procedures for all ranks carried out by fire service headquarter or by fire stations for some ranks?

Dependent on role and resources

13. When a firefighter makes a special achievement (such as rescuing a person from a fire scene), is there a case where he/she is specially promoted?

They would need to go through a promotion process to be promoted.

It would be very helpful for my research if you send me detailed explanations and documents on recruitment and promotion. In particular, detailed questions were difficult because there was no data on how to promote firefighters. Thank you.