



NSW RURAL FIRE SERVICE



# MITIGATION CREW MEMBER AND CREW LEADER RECRUITMENT

Candidate Information Guide

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# WHAT WE DO

The NSW Rural Fire Service (NSW RFS) is the lead combat agency for bush fires in NSW. The NSW RFS is located in more than 150 centres right across NSW. We have seven Area Commands: Greater Sydney, Hunter, North Eastern, North Western, Western, South Eastern and South Western.

Our agency aims to reduce the likelihood and consequence of fires occurring. This involves comprehensive risk management programs to reduce bush fire hazards, reduce fire ignitions and the development of regulations for bush fire prone areas.

## NSW RFS Values

The community of NSW expects the NSW RFS to conduct its business with professionalism, accountability, integrity and respect.

The actions, decisions and interactions of NSW RFS members must:

- be consistent with relevant legislation and policy;
- provide transparency to enable public scrutiny; and
- be soundly based on the NSW RFS values and the principles that guide their implementation.

There is no hierarchy among our core values and each is of equal importance.



### Mutual Respect

- We actively seek and value everyone's contribution
- We acknowledge differences in people
- Constructive comment is accepted as a positive contribution to the richness of our organisation
- We encourage accepting responsibility and accountability while avoiding a "blaming" culture
- We respect the dignity of each and every person in all our communications



### Adaptability and Resourcefulness

- We encourage creativity and flexibility, while approaching our work sensibly and with safety
- Initiative and continuous development are necessary and to be encouraged within our approved standards, procedures and guidelines
- We encourage open mindedness
- We are analytical in our approach to tasks and the Service encourages progression in new methods, alternatives, equipment and processes



### **One Team, Many Players, One Purpose**

- We encourage diversity: our organisation is reflective of our communities
- We encourage contribution from all areas
- Consultation and engagement of stakeholders are essential to the success of the NSW RFS
- We target a diverse range of groups in our communications and the promotion of our organisation



### **Integrity and Trust**

- We communicate clearly what we expect from each other
- We take personal responsibility for actions and commitments that we make
- We are both respectful and open with each other
- We foster a climate of trust and reliability
- Open and informed decision making is promoted and encouraged



### **Support, Friendship and Camaraderie**

- We provide a welcome atmosphere for all
- We support each other in all activities
- We foster a sense of belonging, purpose, enjoyment and involvement
- We mentor our people to help develop their full potential



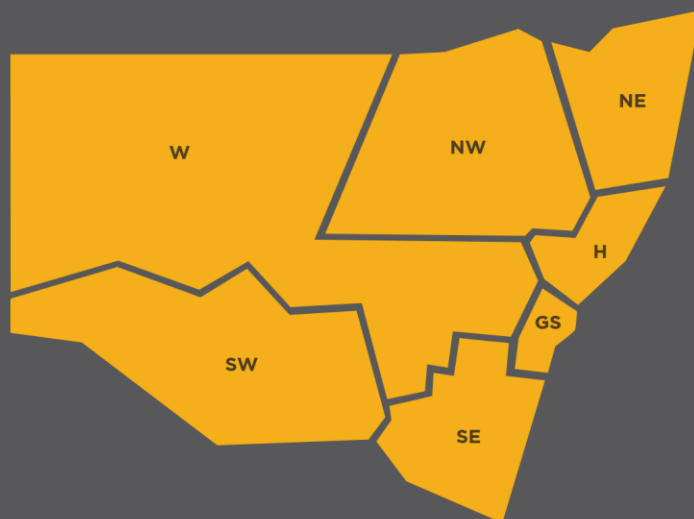
### **Community and Our Environment**

- We go above and beyond to make a difference in the community and our environment
- We undertake our roles and behave in a way that is inspiring to others
- We see building community capacity as central to our mission
- We engage with the youth of our communities to ensure the sustainability of the Service
- We are mindful of the ecological and environmental impact of our activities



### **Knowledge and Learning**

- We foster a climate of continuous learning and sharing of information
- We encourage self-reflection and personal growth
- We enhance our knowledge through participation in a range of forums
- We actively participate in research and embed the learning into our organisation
- Debriefing is important, necessary and to be encouraged to improve our standards, procedures and guidelines



**VOLUNTEERS**  
**75,354**



**STAFF**  
**1,079**



**APPROXIMATELY**  
**60%**

OF NSW RFS STAFF ARE ALSO NSW RFS VOLUNTEERS



**BRIGADES**  
**1,993**



**AREA**  
**COMMANDS**  
**7**



**NSW RFS**  
**DISTRICTS**  
**45**

## TOTAL INCIDENTS WE ATTENDED

# 22,885



BUSH/GRASS  
FIRES  
**4,746**



STRUCTURE FIRES  
**1,321**



PEOPLE RESCUED  
**57**



FLOOD AND  
STORM  
**148**



MOTOR VEHICLE  
FIRES  
**1,835**



MOTOR VEHICLE  
ACCIDENTS  
**4,836**



ASSIST OTHER  
AGENCIES  
**1,893**

## TOTAL OPERATIONAL VEHICLES, BOATS AND AIRCRAFT

# 6,345



FIREFIGHTING  
APPLIANCES  
**3,926**



AIRCRAFT  
**9**



MARINE CRAFT  
**24**



BULK WATER  
CARRIERS  
**50**



SUPPORT  
VEHICLES  
**2,336**

# MITIGATION CREWS

As a member of our Mitigation Crews, you can expect to undertake hazard reduction work, assist with AIDER (Assist Infirm, Disabled and Elderly Residents) program activities, work closely with internal and external stakeholders, and undertake operational and logistical support roles at incidents.

There are two role levels for Mitigation Crews, including:

- [Mitigation Crew Member \(RFS 1\)](#)
- [Mitigation Crew Leader \(RFS 2/3\)](#)

The role descriptions for each role level outline key information about the roles, including accountabilities and essential requirements (e.g. qualifications), which differs for each role level.

Understanding the role, what is required and whether you have the right skills and experience are important when preparing your application.

## What skills and experience are we looking for?

A role in our Mitigation Crews is a great entry level opportunity where you will be able to learn new skills and obtain qualifications to kick start your career in the NSW RFS.

We are looking for motivated and community minded individuals who have a passion for Emergency Services and want to make a difference.

The following skills and experience would be advantageous to applicants, but are not essential:

- Volunteer and/or emergency services experience
- Ability to meet physically demanding work, in remote outdoor locations

- Basic knowledge of operating different types of machinery and small plant
- Experience in Land Management, Conservation and Forestry based plant operations

### About you:

- You are a team player and you enjoy working with a culturally diverse team
- You have the utmost professionalism and ethics
- You demonstrate strong initiative and problem solving skills
- You are safety orientated
- You have the desire and ability to learn new skills and qualifications
- You like to travel and work in a variety of locations each day
- You are happy to support operational activity including support of other agencies

The right candidate will have the opportunity to upskill and obtain qualifications to progress through the Mitigation Program and prepare themselves to progress into the Operational Officer Program.



# ESSENTIAL REQUIREMENTS

Before applying for a Mitigation Crew role, please consider the following essential requirements.

Candidates will be required to provide certified copies of their documents/qualifications during the assessment process.

## Our Values

Our Mitigation Crews must embody our core values and uphold the highest level of ethics and professionalism while conducting their work. You must be able to demonstrate how your personal values and actions align with these core values.

## Citizenship & Residency Requirements

To be eligible for temporary or ongoing employment with NSW RFS, candidates must be either an Australian Citizen, hold Permanent Residency status, a New Zealand Citizen or a Citizen of another country with a current visa that allows the person to work in Australia.

Candidates must be able to provide evidence in the form of one of the following documents:

- Australian Passport
- Australian Birth Certificate
- Australian Citizenship Certificate
- New Zealand Passport, Birth Certificate, or Citizenship Certificate
- Valid Visa and supporting documents

## Mitigation Crew Member

To be eligible for a Mitigation Crew Member role, entry requirements include:

- NSW RFS Bush Firefighter (BF) Certification or its equivalent (or willingness to obtain within 4 weeks)
- A current driver licence, Class P1 or above

## Mitigation Crew Leader

To be eligible for a Mitigation Crew Leader role, entry requirements include:

- NSW RFS Crew Leader (CLW and/or CLS) certification or its equivalent
- A current Class Medium Rigid (MR) drivers licence (or a Class Provisional P2 or above

and the willingness and ability to obtain a MR Drivers licence within 12 months, for Aboriginal and/or Torres Strait Islander identified roles only)

In addition to the above, all candidates must hold or demonstrate:

- First Aid certificate (HLTAID003 Provide First Aid) or equivalent (or willingness to obtain within 4 weeks)
- A level of physical fitness appropriate for arduous bush firefighting or similar intense and sustained physical activity
- Ability and willingness to travel regularly throughout NSW
- Aboriginality and/or Torres Strait Islander descent/identity (requirement for identified roles only)
- A willingness to undertake training to obtain NSW RFS mainstream and specialist qualifications, as defined by your Manager
- A willingness to work in remote locations, to stay in base camps, to travel in light aircraft, to obtain and maintain relevant licences and heavy machinery permits, and to train in the use of light machinery.
- Undertake duties consistent with your skills and background as directed during operational incidents, to support fire and emergency services response.
- Genuine appreciation and understanding of a volunteer-based community service



## COVID-19 Vaccination Status

All NSW RFS new and existing staff, are required to be fully vaccinated against COVID-19 and are required to provide evidence of their vaccination status when requested. Currently, this is defined as having at least two doses of a COVID-19 vaccine approved by the Therapeutic Goods Administration for use in Australia. A further consideration of employment for NSW RFS staff is the requirement to remain fully vaccinated against COVID-19, including additional / booster vaccinations, as determined by the NSW RFS.

Medical Exemptions are only available if you are unable to be vaccinated due to medical contraindications. Members seeking a medical exemption must show evidence that their medical contraindication is recorded on the Australian Immunisation Register (AIR) and is subject to review by the NSW RFS Health & Safety team.

## Nationally Coordinated Criminal History Check

The nature of Mitigation Crew roles brings them into contact with members of the general public. Quite often these people can be classified as vulnerable, with Mitigation Crew having access to these people's homes and property during general business and during emergency incidents. It is imperative that the NSW RFS conduct robust screening and checks to ensure our staff members are upholding our values and the Code of Conduct. All successful candidates will have a National Coordinated Criminal History Check (NCCHC) completed by the NSW RFS prior to commencement in the role, and are required to return a satisfactory result.

## Qualification Equivalency

There are some qualifications within the Mitigation Crew Member or Crew Leader role descriptions that are internal to the NSW RFS, however, a number have been assessed as equivalent to the below National Units of Competency (UoC).

Please refer table of equivalency below:

Mitigation Crew Member Qualifications	Internal NSW RFS Course	Equivalent National Unit of Competency (UoC)
Bush Firefighter (BF)	<ul style="list-style-type: none"> <li>• BF19 – Bush Firefighter 2019, <b>OR</b></li> <li>• BF14 – Bush Firefighter 2014, <b>OR</b></li> <li>• BF11 – Bush Firefighter 2011, <b>OR</b></li> <li>• BF03 – Bush Firefighter 2003, <b>OR</b></li> <li>• BFPRE03 – Basic Firefighter Pre 2003</li> </ul>	<ul style="list-style-type: none"> <li>• PUAFIR204 Respond to wildfire, <b>AND</b></li> <li>• PUAOPE013 Operate communications system and equipment, <b>AND</b></li> <li>• PUATEA001 Work in a team, <b>AND</b></li> <li>• PUAEQU001 Prepare, maintain and test response equipment, <b>AND</b></li> <li>• PUATEA004 Work effectively in a public safety organisation</li> </ul> <p>in addition to the prerequisite:</p> <ul style="list-style-type: none"> <li>• PUAFIR210 Prevent injury</li> </ul> <p>And demonstrate current competency</p>

Mitigation Crew Leader Qualifications	Internal NSW RFS Course	Equivalent National Unit of Competency (UoC)
Crew Leader Wildfire (CLW)	<ul style="list-style-type: none"> <li>• Crew Leader Wildfire (CLW)</li> </ul>	<ul style="list-style-type: none"> <li>• PUAFIR303 Suppress Wildfire</li> </ul>
Crew Leader Supervision (CLS)	<ul style="list-style-type: none"> <li>• CLS19 – Crew Leader Supervision 2019, <b>or</b></li> <li>• CLS14 – Crew Leader Supervision 2014, <b>or</b></li> <li>• CLS05 – Crew Leader Supervision 2005</li> </ul>	<ul style="list-style-type: none"> <li>• PUAOPE012 Control a Level 1 Incident, <b>AND</b></li> <li>• PUAOPE202 Lead a Crew</li> </ul> <p>in addition to the prerequisite:</p> <ul style="list-style-type: none"> <li>• PUAFIR302 Suppress urban fire OR</li> <li>• PUAFIR303 Suppress wildfire</li> </ul> <p>And demonstrate current competency</p>

Please note that you are required to upload copy of certificate(s) of the qualification(s) you have completed with your application.

To check which National Units of Competency were assessed in a particular course you may have undertaken, please click [here](#).

# BENEFITS & CONDITIONS

## Rates of Pay

Role Title	Classification	Annual salary (not including Super)
Mitigation Crew Member	RFS Level 1	\$59,273 - \$63,683
Mitigation Crew Leader	RFS Level 2/3	\$67,192 - \$73,045

The starting salary will be determined commensurate with skills and experience within the salary range.

The NSW RFS will make superannuation contributions on your behalf as required under superannuation guarantee legislation, into a complying superannuation fund of your choice. The current rate is 10.5%.

## Leave Entitlements

You may be entitled to leave from time to time in accordance with the Applicable Instruments and subject to any prescribed notice, evidence, accrual or other requirements, such as Recreation Leave, Sick Leave, Family & Community Services Leave, Personal Carers Leave, Parental Leave, Extended Leave.

In addition to the above leave entitlements, NSW RFS Staff Members shall be entitled to one day off per calendar month (Agreed Absence) each financial year in recognition of the hours worked and professional commitment to the organisation.

## Ongoing Learning & Development

The NSW RFS is committed to developing the capability of members to ensure that you can respond effectively and safely in times of emergency. NSW RFS offers a wide variety of training programs to cater to the different operational and non-operational needs of the Service.

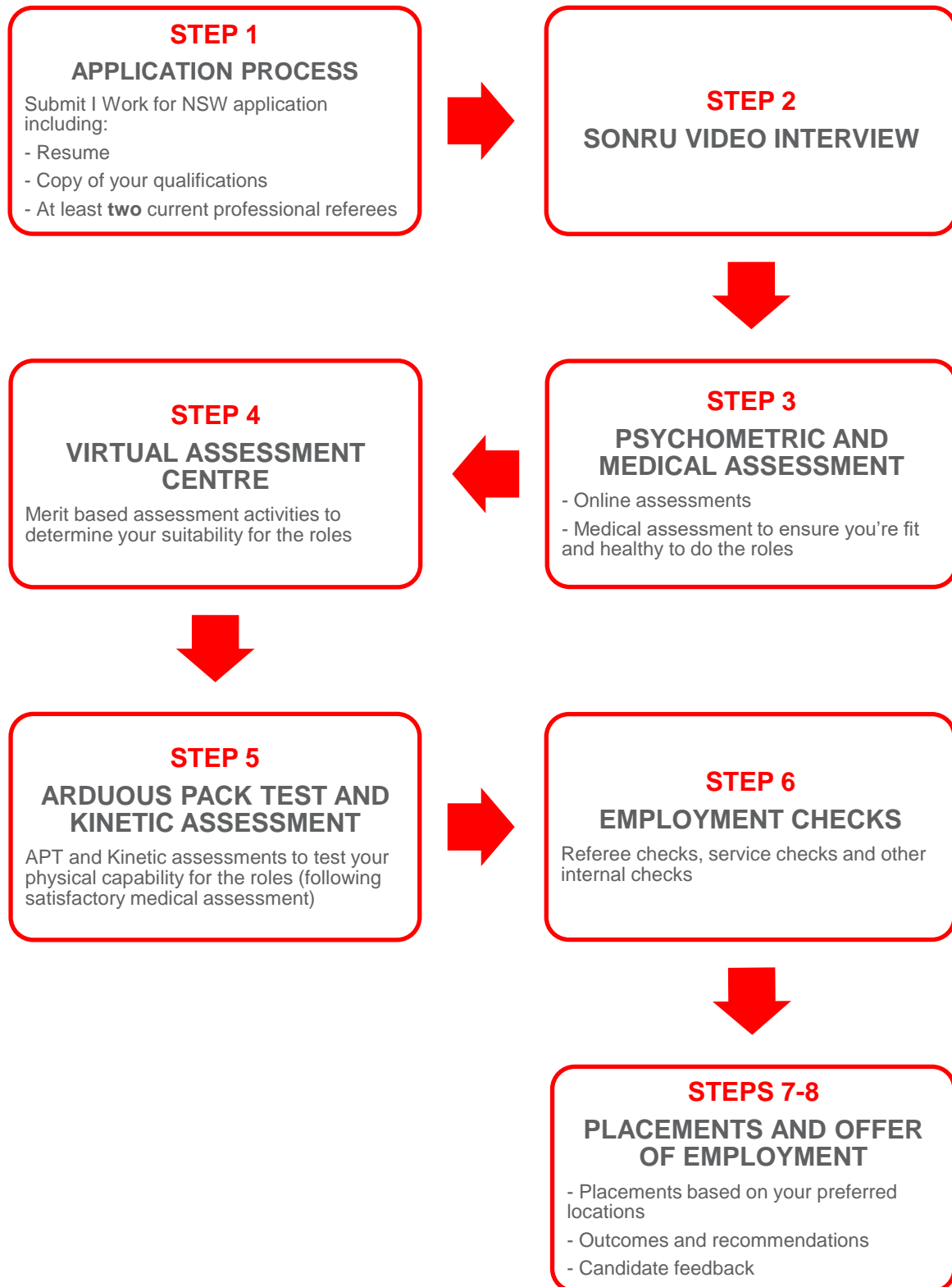
The NSW RFS is a Registered Training Organisation (RTO #6970). Many of our courses are aligned to national units' of competency and qualifications and may be recognised outside the Service.





# OVERVIEW OF THE RECRUITMENT PROCESS





# OVERVIEW OF THE RECRUITMENT PROCESS

All applications for Mitigation Crew roles must be submitted via [I Work for NSW](#).

## The Selection Process

### Step 1 – Application

Complete online application via [I Work for NSW](#). Applications should include:

- **Resume** outlining job history, skills, experience and qualifications and two professional referees
- Copies of your **qualifications** as per the essential requirements of the role

Once advertising has closed, your application will be reviewed and if you meet the requirement of the role suitably, you will progress to Step 2 of the recruitment process.

Unsuccessful candidates will receive their outcome via email.

### Step 2 – Sonru Video Interview

Following submission your application, if you are successful in progressing to the Step 2 of the recruitment process you will receive an invitation to complete a short video interview.

This involves answering a series of pre-recorded questions which focus on things like understanding of the role and motivation for becoming part of our Mitigation Crews. This is a great opportunity for candidates to showcase what makes them right for the role.

### Step 3 – Psychometrics and Medical Assessment

Candidates who are successful following Step 2 will be invited to complete a psychometric assessment and medical assessment.

The psychometric assessments will be conducted online and must be completed on a computer with an internet connection and a mouse. It is recommended that Google Chrome is used to undertake the assessments.

The psychometric assessment typically assesses cognitive ability, safety and risk, and work style preferences aligned to the requirements of the role.

The internet has a range of free practice tests available that we would recommend you to complete.

Medical assessments are completed through InjuryNet. A satisfactory medical assessment is required in order to be considered for Mitigation Crew roles including participation in any physical testing. The medical assessment process includes a medical questionnaire, general examination, blood works, audiometric assessment and spirometry assessment.

The assessment panel will review and consider each candidate's Sonru, psychometric assessment and medical assessment outcomes against the pre-established standards of the role and determine a final pool of 'shortlisted' candidates to progress to assessment centre.

### Step 4 – Virtual Assessment Centre

The assessment centre process will involve completing two assessment activities and interview.

*Assessment centres will be conducted virtually (online) via Microsoft Teams.*

When preparing for your assessment centre activities, ensure you:

- Review the focus capabilities identified in the role description
- Think of examples that are detailed and structured
- When responding to questions at interview, the STAR (Situation, Task, Action and Result) method is a useful tool

Candidates are assessed on their ability to demonstrate their alignment to:

- [Public Service Commission Capability Framework](#)
- The Mitigation Crew Role Description
- Cultural Fit and Values Alignment

### **Step 5 – Arduous Pack Test and Kinetic Assessment**

Candidates will be required to complete the Arduous Pack Test (APT) and Kinetic assessment testing fitness and ability for Mitigation roles.

To prepare for these assessments, it is essential to review the [Area Mitigation – Medical and Physical Capability Assessment Information Booklet](#). The suggested training plan consists of a minimum of eight weeks of preparation to safely undertake these tasks.

**For noting:** A current and satisfactory medical assessment is mandatory prior to undertaking the Arduous Pack Test (APT) and Kinetic assessment.

### **Step 6 – Employment Checks**

Employment checks will be completed for suitable candidates. This includes:

- Referee checks
- Service checks

- Conduct Checks/Area Commander Checks
- Nationally Coordinated Criminal History Check

### **Step 7 – Placements and Offers**

Candidates suitable following assessment centre, medical assessment, APT and Kinetic assessments and employment checks will be contacted to provide their preferred locations for consideration.

You may receive an offer of ongoing employment, recommended for the recruitment (talent) pool, or a notification of unsuccessful outcome.

Information regarding NSW RFS Induction will be provided to candidates who receive a successful outcome.

### **Step 8 – Feedback**

All candidates (i.e. recommended, recruitment (talent) pool or unsuccessful) are encouraged to seek feedback via the Mitigation Recruitment team to support ongoing learning and development.

We value candidate experience throughout the recruitment process. You may be invited to participate in a feedback survey to assist with continuous improvement.



# FREQUENTLY ASKED QUESTIONS





# FREQUENTLY ASKED QUESTIONS

## Key Information

### What are the key recruitment dates?

- Advertising: opens Friday 5 August 2022 – Sunday 4 September
- Sonru video interview: early – mid September
- Medical and psychometric assessment: September – October
- Virtual assessment centre: early – mid October
- Arduous Pack Test (APT) and Kinetic assessment: early – mid October
- NSW RFS Induction: to be confirmed

### What roles are available?

- There are a number of Mitigation Crew Member and Crew Leader opportunities available statewide. Check the advertisement on I Work for NSW to review the available locations.
- You will be given the opportunity during the placement phase of the application process to nominate your location preferences.
- Please ensure that you only nominate locations that you are willing to travel to.

### Where can I access the role descriptions and essential requirements for Mitigation Crew Member and Crew Leader role?

Role descriptions are available below:

- [Mitigation Crew Member \(RFS 1\)](#)
- [Mitigation Crew Leader \(RFS 2/3\)](#)

All essential requirements for the Mitigation Crew Member and Crew Leader roles are listed within the role descriptions.

### What is involved in the induction program?

The induction program will be facilitated by the Operational Training team. The induction program is designed to equip new Mitigation Crew Members for the tasks they will be required to undertake and obtain occupation specific skills and qualifications required for the role.

For further information regarding induction, please contact [Mitigation.Training@rfs.nsw.gov.au](mailto:Mitigation.Training@rfs.nsw.gov.au).

### Who can I contact to find out more specific information about the role of Mitigation Crews?

Your local Area Command can provide detailed information regarding the role of Mitigation Crew Members and Crew Leaders.

Area	Location	Contact Number
Greater Sydney	Glendenning	02 8867 7850
Hunter	Lake Macquarie	02 4914 4550
North Eastern	Coffs Harbour	02 6691 0452
North Western	Tamworth	02 6761 1700
Western	Cowra	02 6342 7700
South Eastern	Moruya	02 4475 1300
South Western	Albury	02 6022 6900

## Applications

### **How do I apply for a role?**

Applications for Mitigation Crew roles must be submitted via [I Work for NSW](#).

You will need to provide a resume outlining your job history, skills, experience and qualifications (including two professional referees) and attach a copy of your relevant qualifications and/or licences.

If you require adjustments, please provide details when prompted during the online application process. Please contact the Mitigation Recruitment team via [mitigation@rfs.nsw.gov.au](mailto:mitigation@rfs.nsw.gov.au) if you wish to discuss this further.

### **I do not have access to a computer or an email address. How do I apply?**

You will require access to a computer and email address. Applications must be submitted online via [I Work for NSW](#).

All correspondence sent during the recruitment campaign between the NSW RFS Mitigation Recruitment team and candidates will be via email.

### **I am a current Mitigation Crew Member, and I want to be considered for Mitigation Crew Leader Opportunities. Am I required to apply?**

Yes, you will be required to apply to be considered for Mitigation Crew Leader opportunities. Each role has a specific set of focus capabilities which must be assessed.

### **Is there an age limit to apply for these roles?**

No. You will need to demonstrate that you are medically and physically capable of undertaking the role.

### **If I have applied previously do I have to apply again?**

Yes. An application is required for each recruitment campaign.

### **What happens if I am on an existing Recruitment (talent) Pool?**

If you are currently on a Mitigation Crew Member or Crew Leader recruitment (talent) pool, you will need to reapply in this round of recruitment as these roles are now being advertised as Ongoing opportunities.

### **Can I apply if I have a Criminal Record?**

All applications are considered on a case-by-case basis. However, some serious offences may mean applications are not progressed. Each application is review in accordance with NSW RFS policy.

## Benefits and Conditions

### What is the salary for the roles?

Role Title	Classification	Annual salary (not including Super)
Mitigation Crew Member	RFS Level 1	\$59,273 - \$63,683
Mitigation Crew Leader	RFS Level 2/3	\$67,192 - \$73,045

The starting salary will be determined commensurate with skills and experience within the salary range.

### What leave am I entitled to?

You may be entitled to leave from time to time in accordance with the Applicable Instruments and subject to any prescribed notice, evidence, accrual or other requirements, such as Recreation Leave, Sick Leave, Family & Community Services Leave, Personal Carers Leave, Parental Leave, Extended Leave.

In addition to the above leave entitlements, NSW RFS Staff Members shall be entitled to one day off per calendar month (Agreed Absence) each financial year in recognition of the hours worked and professional commitment to the organisation.

### I am considering a Western Zone location as one of my preferences, what benefits are available?

NSW RFS Staff working in a Western Zone are entitled to an additional 5 days per year of Recreation Leave.

Depending on the location that you are offered, you may be eligible for a Remote Area Allowance.

## Qualifications

### I am currently undertaking a qualification that is listed as an essential requirement for a role for which I would like to apply. Am I eligible to be considered for this role?

If you are currently enrolled in and undertaking a qualification or certification that is listed as an essential requirement for the Mitigation Crew Member or Crew Leader roles, and you are interested in applying for the opportunities, please ensure that this information is noted within your resume. You also need to select "In Progress" as a response to the relevant question in the application process. You are also required to upload evidence of enrolment and progress with your application.

Important note: candidates who have demonstrated equivalent expertise must complete Recognition of Prior Learning (RPL) to be eligible for this role. The RPL assessment is completed by an external organisation and supporting documents should be uploaded with your application.

### What are the equivalent qualifications to the essential requirements mentioned in the role descriptions?

There are some qualifications within the Mitigation Crew Member or Crew Leader role descriptions that are internal to the NSW RFS, however, a number have been assessed as equivalent to National Units of Competency (UoC).

Please refer to the table of equivalency in the Candidate Information Guide.

**I have my learner driver licence, am I able to apply?**

No. A learner driver licence does not meet the essential requirements for the roles.

All Mitigation Crew Members are required to hold a minimum current driver licence, Class P1 or above.

All Mitigation Crew Leaders are required to hold a current Class MR driver licence.

## Medicals

**Am I required to undertake a medical assessment as part of this recruitment process?**

Applicants are required to undertake a satisfactory medical assessment in order to be considered for Mitigation roles. The medical assessment process includes a medical questionnaire, general examination, blood works, audiometric assessment and spirometry assessment.

A current and satisfactory medical assessment is mandatory prior to undertaking the Arduous Pack Test (APT) and Kinetic assessment.

**Who will be facilitating the medical assessments?**

Medical assessments will be completed through InjuryNet (workplace medical services provided). InjuryNet will contact you directly to book your medical assessments. All medicals need to be completed between 12 September and 16 October 2022.

It is the applicant's responsibility to ensure that you respond in a timely manner when contacted by InjuryNet, and that you attend your scheduled appointment.

If you cannot attend your scheduled appointment, you will be required to contact InjuryNet prior to your appointment.

**Do I have to pay for my medical assessment?**

The NSW RFS will be covering the cost of medical assessments through InjuryNet only.

**I have a medical condition. Can I apply?**

Candidates must be deemed medically fit to perform the role without restriction by InjuryNet to progress through the recruitment process. There are some medical conditions which place you at risk in a mitigation role. These include but are not limited to; uncontrolled asthma, coronary artery disease or stroke, seizures or blackouts, diabetes, some medications and significant psychiatric conditions.

In some instances, candidates with a pre-existing medical condition may be considered on a case-by-case basis.

**I have completed a medical for the NSW RFS recently. Do I need to do another medical assessment?**

If you have undertaken a NSW RFS Medical Assessment – Specialist within the last two years please provide the sign off page only to [mitigation@rfs.nsw.gov.au](mailto:mitigation@rfs.nsw.gov.au) with evidence an audiometric test was conducted at the same time.

If you have undertaken a NSW RFS Arduous Medical, you will need to undertake a NSW RFS Medical Assessment – Specialist. An Arduous Medical does not cover sign off to undertake a Mitigation role, only to undertake an Arduous Pack Test and Arduous Firefighting roles.



**I have recently undertaken full blood work with my Doctor, do I need to complete these again?**

If you have completed blood work which covered Lipids (including total cholesterol and HDL cholesterol) and glucose (blood sugar) within the last 12 months please bring the results with you to your medical appointment. You will not need to complete additional blood work for this Medical Assessment.

## APT & Kinetic Assessments

**What are the Arduous Pack Test and Kinetic assessments, and how do I prepare for these?**

The Arduous Pack Test (APT) and Kinetic assessment are designed to test your fitness and ability to safely undertake the role of a Mitigation Crew.

The APT consists of a 4.83km walk over level ground, wearing a 20.4kg weight vest (15.4kg for participants less than 68kg in body weight), and completing the test in under 45 minutes. The test is a brisk walk. No running or jogging is permitted.

The Kinetic Assessment assesses your physical capacity in relation to the specific tasks undertaken in Mitigation roles. This includes 12 work specific tasks with a scorecard on each of the tasks.

APT & Kinetic Assessment sessions will be held in each Area, near the advertised locations. You may need to travel to attend your local session and they are usually scheduled on weekdays with morning and afternoon sessions. More information will be provided in due course regarding the dates and locations of these sessions.

It is essential that you review the [Area Mitigation – Medical and Physical Capability Assessment Information Booklet](#), to ensure that you prepare appropriately for these assessments.

**How soon should I start training for the APT & Kinetic Assessments?**

The suggested training plan consists of a minimum of eight weeks of preparation to safely undertake the physical capability assessments required for the role.

If you have any concerns about your physical ability to undertake these assessments please speak to your General Practitioner and consider your suitability for the role of Mitigation Crew.

## Assessment Centre Process

### How can I prepare for the virtual assessment centre process?

A candidate briefing will be provided to candidates prior to the assessment centre. Ensuring that you have reviewed this briefing will equip you to undertake the assessment centre process.

The assessment process will involve a range of assessment activities to determine your capabilities for the role (aligning to the [NSW PSC Capability Framework](#)).

The virtual assessment centre will involve:

- Behavioural interview
- Two assessment activities

Candidates are assessed on their ability to demonstrate their alignment to:

- The NSW PSC Capability Framework
- The Mitigation Crew Role Description
- Cultural Fit and Values Alignment

To prepare for the assessment centre process:

- You should become familiar with the Mitigation Crew role descriptions and focus capabilities identified for the role you are applying for.
- Prepare some examples of work/projects that demonstrate your skills and experience.
- Use the STAR method when providing your examples.
  - **Situation:** What was the context?
  - **Task:** What were you required to do?
  - **Action:** What did you do to deliver on the requirement or solve the problem?
  - **Result:** What was the outcome of your actions? Focus on how you achieved positive results.



### Tip:

Ensure you provide all relevant information to enable the panel to adequately assess your example against the Capability Framework. We recommend you do not assume that the assessor is familiar with your experience or background information relevant to your examples.



# **NSW RURAL FIRE SERVICE**

## **Contacts**

[Mitigation@rfs.nsw.gov.au](mailto:Mitigation@rfs.nsw.gov.au)

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**Bronte Kent**

A/Senior Advisor, Recruitment Programs