



Comhairle Cathrach Chorcaí  
Cork City Council

## CANDIDATE INFORMATION

### FULLTIME FIREFIGHTER



**Closing Date:**

**4pm Monday 18<sup>th</sup> May 2026**

**To be read in conjunction with the**

**[Job Specification \(Link\)](#)**

## FORMAT OF THE COMPETITION

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### **PHASE 1 - Review Information, Confirm Eligibility & Submit Application**

Candidates must review all recruitment documentation in full, including:

- Job Specification - Fulltime Firefighter
- Candidate Information

Candidates should familiarise themselves with the requirements of the role and honestly assess their suitability for a career as a Firefighter. Candidates must ensure they meet the minimum eligibility criteria (age, education, character, driving licence, fitness, swimming, etc.).

Candidates must submit an online application before 4pm Monday 18<sup>th</sup> May 2026 via [Current Vacancies - Cork City Council](#)

Only candidates who meet all minimum requirements will proceed to the next phase.

### **PHASE 2 - Psychometric Assessment**

Eligible applicants may be invited to complete an online psychometric assessment.

The assessments may evaluate:

- Situational judgement
- Verbal reasoning
- Numerical reasoning
- Mechanical comprehension

Candidates must complete the assessment fully within the timeframe provided.

### **PHASE 3 – Shortlisting**

Where application numbers are high, a shortlisting exercise may be undertaken by the Council.

This may include:

- Review and scoring of relevant experience, qualifications and information provided on the application form
- Use of predetermined criteria based on the needs of the role

Only candidates achieving the required standard will be invited to the next phase of the competition

**PHASE 4 - Physical Fitness & Medical Assessment**

Shortlisted candidates must undergo a full medical examination and Candidate Physical Fitness Assessment (CPFA). These assessments, administered by an Occupational Health Provider / Contractor appointed by Cork City Council, will confirm that applicants meet the necessary health standards for the role and have the capacity to maintain the minimum fitness levels expected throughout their firefighting career.

**PHASE 5 - Interview**

Candidates who successfully pass all previous phases will be invited to a competency-based interview where they will be assessed on information provided in their application as well as their abilities in the following competency areas:

- Personal Motivation & Initiative
- Communicating Effectively
- Coping with Difficult Situations
- People & Teamwork Skills

Candidates must achieve minimum competency thresholds in order to progress to the next phase

**PHASE 6 - Operational Skills Tests**

Candidates who are successful at interview will be invited to undertake operational skills testing. Tests may include:

- Ladder Climb
- Casualty Evacuation
- Ladder Lift / Lower Simulation
- Enclosed Space Test
- Equipment Assembly
- Equipment Carry

Candidates must complete all elements to the required standard.

**Note:** Cork City Council reserves the right, at any stage of the competition, to amend, vary or discontinue any phase of the process.

## GENERAL INFORMATION

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### **Panel**

Following the successful completion of the Operational Skills Tests, Cork City Council may establish a panel of successful candidates for the position of Fulltime Firefighter.

The panel will be used to fill permanent vacancies that may arise in Cork City Fire Brigade during the lifetime of the panel. Placement on the panel does not guarantee an offer of employment; appointments will be made in order of merit, subject to the availability of vacancies and satisfactory completion of all pre-employment requirements.

The duration of the panel will be decided by Cork City Council. The Chief Executive reserves the right to suspend the panel at her discretion. Candidates on the panel may be offered employment subject to their satisfactory completion of probationary period and meeting the requirements of the Fulltime Firefighter training.

Before appointment, candidates must complete:

- Garda vetting
- Reference checks
- Any additional medical review required
- Verification of qualifications, address and driving licence

### **Citizenship**

Candidates must, by the date of commencement of training, be:

- a) A citizen of the European Economic Area (EEA). The EEA consists of the Member States of the European Union, Iceland, Liechtenstein, and Norway, or
- b) A citizen of the United Kingdom (UK), or
- c) A citizen of Switzerland pursuant to the agreement between the EU and Switzerland on the free movement of persons, or
- d) A non-EEA citizen who is a spouse or child of an EEA or UK, or Swiss citizen and has a stamp 4 visa, or
- e) A person awarded international protection under the International Protection Act 2015 or any family member entitled to remain in the State as a result of family reunification and has a stamp 4 visa, or

- f) A non-EEA citizen who is a parent of a dependent child who is a citizen of, and resident in, an EEA member state or the UK or Switzerland and has a stamp 4 visa.

## **Duties**

The duties of the post are to give to the local authority and to

- a) the local authorities or bodies for which the Chief Executive is Chief Executive, and to any other local authority or body with which an agreement has been made by the local authority or by any of the authorities or bodies referred to in sub-paragraph (a) of this paragraph under the general direction and control of the Chief Executive or of such officers as the Chief Executive may from time to time determine, such appropriate Cork City Fire Brigade management, administrative, executive, supervisory, advisory and ancillary services as may be required by any local authority or body hereinbefore mentioned in the exercise and performance of any of its powers, functions and duties and to exercise such powers, functions and duties as may be delegated to him or her by the Chief Executive from time to time including the duty of servicing all committees that may be established by any such local authority or body. The holder of the post will, if required, act for an officer of a higher level.

The Fulltime Firefighter, Cork City Fire Brigade, shall perform under the control and direction of the Chief Fire Officer and/or other appropriate supervisory officers of the CCFB, such firefighting (including all aspects of driving), community fire safety, fire prevention duties and station routines as may be assigned from time to time and may be required to serve in any Station from time to time as directed.

- b) To devote the whole of his/her time while on duty to the service of Cork City Council.  
c) To obey promptly all orders from persons placed in authority over him/her.

## **Salary**

In accordance with Departmental Circular Letter EL 02/2011, the wage shall be fully inclusive and shall be as determined from time to time. The holder of the post shall pay to the Local Authority any fees or other monies (other than his/her inclusive wage) payable to or received by him/her by virtue of the post or in respect of any services, which he/she is required by or under any enactment to perform.

## **Physical Fitness**

Full-time Firefighters will be required to maintain a standard of physical fitness appropriate to the position, throughout their career and will be required to undergo regular medical examinations.

## **Particulars of the Position**

- a) The post is permanent, whole time and pensionable.
- b) The holder of the post will be assigned to Cork City Fire Brigade, Cork City Council.
- c) Cork City Council reserves the right to, at any time assign an employee to any premises in use by the City Council now or in the future.

## **Training**

Those offered employment on probation will be sent on a basic recruits course. This course will last approximately 13 weeks (and may be subject to change) and may take place outside the state. The recruit must be able to make continuous and satisfactory progress to pass the written, oral, and practical tests set at intervals throughout this period. The training is varied and demanding and covers such subjects as basic equipment handling, breathing apparatus, first aid, hydraulics, chemistry, physics, building construction, administration, and basic fire safety. Recruits who do not satisfactorily complete the basic recruits course will have their employment terminated.

Recruits who successfully complete the initial training module recruits course will be posted to a Fire Station as part of the operational team and will attend fire and other emergencies. The probationary period lasts one year from the date of appointment.

Training is progressive in nature and role based. In addition to the generally accepted core skills training, there is ongoing training, refresher training and/or specific needs training as identified by the Fire Authority. The training will cover induction, continuation training, specialist training and training for advancement as appropriate. Training courses both on and off shift and may include training in Cork City Council and its environs, within Ireland and outside the state, if required.

The recruits must demonstrate progress in practical skills, technical knowledge, pass an end of probation practical, oral, and written tests, and a follow-up medical examination to secure permanent appointment to the post of Full-time firefighter.

**Probation**

Where a person is permanently appointed to Cork City Council, the following provisions shall apply –

- a) There shall be a period after appointment takes effect, during which such a person shall hold the position on probation.
- b) Such period shall be one year, but the Chief Executive may, at her discretion, extend such period.
- c) Such a person shall cease to hold the position at the end of the period of probation, unless during this period the Chief Executive has certified that the service is satisfactory.
- d) The period at (a) above may be terminated on giving one weeks' notice as per the Minimum Notice and Terms of Employment Acts.
- e) There will be assessments during the probationary period.
- f) An Activity Log together with Continual Personal Development must be maintained.
- g) Category C driving test must be successfully passed within the probationary period.

**Sick Pay**

Cork City Council Fire Brigade sick pay scheme will apply. Successful candidates will be required to co-operate with any occupational health system for the Fire Service and to undergo periodical medical examinations.

**Discipline**

Successful candidates will, before employment, be required to subscribe in writing to the condition of the Cork City Fire Brigade Disciplinary Code.

**Outside Employment**

Holders of the post should not engage in any outside occupation or other activities to such an extent as to impair their usefulness or energy for their official duties nor in any occupation which might in any way conflict with the interest of Cork City Council or which might be inconsistent with his/her position as an employee of Cork City Council.

**Uniform**

Full-time Firefighters are required to keep in good order any item of uniform or equipment issued to him/her, to return such items on dismissal or resignation; and to make good any damage to same not arising from fair wear and tear.

**Retirement Age**

A Fulltime Firefighter shall retire upon attaining the age of 55 years (minimum retirement age). Where they wish to serve beyond that age, and Cork City Council is satisfied that the Fulltime Firefighter is declared medically fit to do so, having undergone the appropriate medical assessment, the fulltime firefighter may continue to serve upon attaining age 55, but not beyond attaining the age of 62 years (62nd birthday). Where a Fulltime Firefighter is declared not to be medically fit to continue to serve as a firefighter, they shall retire.

**Superannuation****Fast Accrual Terms up to Age 60 Years**

- A fulltime firefighter has the option of retiring at 55 years (minimum retirement age).
- Fast accrual will apply to service after the 55th birthday up to their 60th birthday.
- Service from the 60th birthday up to the date of retirement will be at a standard basis.
- As retirement cannot be beyond the date of the fulltime firefighter's 62nd birthday, no service accrues after this date.
- No pension is payable before the date of retirement.

**Deeming of Candidature to be withdrawn**

Candidates who do not attend for any phase of the competition when and where required by Cork City Council, or who do not, when requested, furnish such evidence as the Council requires in regard to any matter relevant to their candidature, will have no further claim to consideration.

## **Period of Acceptance**

Cork City Council will require the person to whom appointment is offered to take up the appointment within a period of not more than one month and if he/she fails to take up the appointment within such period or such longer period as the Council in its absolute discretion may determine, the Council shall not appoint her/him.

## **General Data Protection Regulation**

Cork City Council is committed to protecting your personal data and we comply with our obligations under the Data Protection Acts, 1988 – 2018, (once enacted) and the General Data Protection Regulation.

- **Basis for Processing your Personal Information**

The basis for processing your personal data is to process your application for the position you have applied for with Cork City Council under the Terms of the Employment (Information) Act 1994 and Human Resources Department policies and procedures.

Personal data sought for the purpose of recruitment will include your name, your contact details including email address and mobile number, particulars of education, details regarding your record of employment, details of referees and confirmation of if you require an employment permit/visa/ or work authorisation.

When your application form is received, we create a computer record in your name, which contains much of the personal information you have supplied. This personal record is used solely in processing your candidature. You are entitled to obtain at any time, a copy of information about you, which is kept on computer.

- **Sharing of Information**

Outside of the relevant recruitment team, the information provided in your application form will only be shared for progressing the competition for which you have applied for, with a designated shortlisting and/or interview board.

If, following the competition, you are placed on a Panel and offered a position, the information provided in your application form will form part of your Personnel File and may be used for deciding the post to which you are assigned.

Furthermore, should you be offered a position and subsequently confirm your interest in the position, the information provided on your application form will be used to request service records, employment references and/or character references as required.

- **Storage period**

Applications which are unsuccessful at interview stage will be retained for one year. Applications that are not progressed to interview stage will be destroyed post competition.

If you do not furnish the personal data requested, Cork City Council will not be able to progress your application form for the competition for which you are applying.

Cork City Council's Privacy Statement can be assessed at:

<https://www.corkcity.ie/en/council-services/public-info/gdpr/>

## **Garda Vetting**

The post of Firefighter is within the scope of the Local Authorities Garda Vetting Scheme.

If a post comes within the scope of the Local Authorities Garda Vetting Scheme a Garda clearance check will be carried out prior to your appointment to the Council. Accordingly candidates may be required to complete and sign a Consent Form to permit the required vetting to be completed prior to taking up duty.

A record of an offence will not necessarily disqualify applicants as each application will be considered on its merits. However, applicants are required to declare any offence for which they have been charged or convicted. Applicants are advised to declare any charges that are pending as they could lead to an individual being discharged from the Council. Failure to disclose information when required to do so, will render an application void and in the event that an applicant has been employed it may result in termination of employment.

Should an applicant be charged with an offence between the dates of the application and appointment she/he must notify the Council in writing, as this may affect employment in the Council.

**Canvassing**

Any attempt by a candidate, or by any person(s) acting at the candidate's instigation, directly or indirectly, by means of written communication or otherwise to influence in the candidate's favour, any member of the staff of the City Council or person nominated by the City Council to interview or examine applicants, will automatically disqualify the candidate from the position being sought.

**The deadline for receipt of applications is 4pm Monday 18<sup>th</sup> May 2026**

Guidelines for completing and submitting application forms are available on our website and can be accessed here: [Helpful Guidance - Cork City Council](#)

*We are an equal opportunity employer and through our recruitment process, we welcome and encourage applications from interested and suitably qualified individuals regardless of gender, age, racial or ethnic origin, membership of the traveller community, religion or beliefs, family or civil status, sexual orientation/gender identity or disability.*