Comhairle Contae Chill Dara
Kildare County Council

Candidate Information Booklet

PLEASE READ CAREFULLY

RETAINED FIREFIGHTER PANEL MAYNOOTH FIRE STATION

Closing date for receipt of completed application forms is 4.00 p.m. on the 8th October 2026

Kildare County Council is committed to a policy of equal opportunity.

1. The Kildare Fire Service is a retained service. Retained fire-fighters work on a part-time basis.

2. Membership of the Fire Service is voluntary, and a fire-fighter may resign at any time if he or she wishes, having provided statutory notice.

3. The appropriate retaining fee and the hourly rate for attendance at fires and drill sessions will be paid according to the Approved National scale as set out, for the time being, as APPENDIX A attached.

   The retaining fee and drill fees are paid quarterly or more frequently and payment for fires may be made on a fortnightly basis if justified by the amount involved.

   A clothing allowance is paid provided the fire-fighter attends 50% of calls.

   An attendance at 85% of all drills and training sessions on a quarterly basis is necessary to qualify for a retaining fee. Failure to meet this minimum attendance criteria, without good reason, will be addressed through the Local Authority's disciplinary procedure. (Annual Leave, Certified Sick Leave and Jury Duty, if not excused, may be valid excuses for absence). Other penalties may also apply.

   The earnings of a retained firefighter are variable depending on the level of activity undertaken by each individual. Earnings are made up of an annual retainer, payments for attending training, payments for attending callouts, and payments for other duties.

4. It is a requirement of a fire-fighter's appointment that he/she qualify as a Breathing Apparatus Wearer within their probationary period. If he/she does not qualify, or if for any reason, is removed from the list of qualified Breathing Apparatus Wearers, they will be discharged from the service.

CONDITIONS OF SERVICE

1. Fire-fighters are required to:

    a) be of good Character,
    b) be physically and medically fit,
    c) possess intelligence, courage, and initiative.

    Before being accepted fire-fighters will be required to pass medical, physical, and other examinations which may include cardio-vascular assessment tests.

    They will also be required to comply fully with the requirements of the "Occupational Health Scheme for Members of the Retained Fire Service" as published by the Local Government Management Services Board in July 2005.

    Fire-fighters will also agree to undertake such other examinations as may be deemed necessary by the Chief Fire Officer. This may include, but is not limited to, return to work medicals, the provision of inoculations, screening etc.

2. Normal retirement age for retained personnel is 55. The person appointed will be required to retire on reaching the age of 55 years but the Council may, at its discretion, extend the age limit beyond the age of 55 years on an annual basis, but under no circumstances shall such extensions be such as to permit an employee to continue beyond the age of 62 years. For the avoidance of any doubt, no firefighter can remain in service beyond their 62nd birthday, i.e, upon reaching age 62. Pension benefits will be payable upon retirement.

    For those retained firefighters who qualify for a pension, pension abatement will apply in the normal way.

3. Fire-fighters will attend all calls if required to do so.

4. Fire-fighters may be rostered for duty in accordance with the station procedures. During a rostered period, they will attend all fire calls. The obligation is on the fire-fighters to ensure that they receive all fire calls during the rostered period. If a fire-fighter is unable to attend during a rostered period, a substitute must be provided, and the Station Officer's approval received.

5. Where the Chief Fire Officer considers that a Firefighter is not fulfilling the above attendance standards which he/she considers reasonable in all the circumstances, the Chief Fire Officer will consider the matter of attendance under the Council's disciplinary policy. Subsequent continuing failure to meet the above attendance standards, without good reason, shall be dealt

with through the disciplinary procedure, and may result in termination of service at the absolute discretion of the County Council.

6. Fire-fighters will be required to carry a Fire Service Alerter, switched on, **at all times** and to ensure this Alerter is fully operational.

7. Fire-fighters are obliged to:

    a) Attend and successfully complete a Basic Recruit Course, a Breathing Apparatus Initial Wearers Course and a Compartment Fire Behaviour Training Course during their initial/probationary year or be dismissed from the Service.

    b) Attend weekly training session in their stations and such other training or courses as may be required by the Chief Fire Officer.

8. If a fire-fighter is in employment, he/she will inform the employer that they are applying for this post and have a letter from him certifying that they will be released to attend fires during normal working hours.

9. Fire-fighters will reside and work within an acceptable distance of the fire station, as deemed by the Chief Fire Officer; generally, this is with a five-minute travel time to their designated station, as measured using Google Maps. If at any time change of work or place of residence affect availability the fire-fighter will be required to resign.

10. Fire-fighters will accept and abide by the Brigade Standing Orders at present in force and any Standing Orders made in the future by the Chief Fire Officer.

11. In the event of a grievance, fire-fighters will use the grievance procedures of Kildare County Council.

12. In the event of breach of discipline by fire-fighters, the Disciplinary Procedures of Kildare County Council will apply.

13. The appointment is probationary for the first twelve months. During this period the candidate will be required to demonstrate progression in his/her training and will be required to undertake practical tests at regular intervals.

14. Applicants will be required to attend for interview at their own expense. The interview board will recommend a panel of suitable applicants and further vacancies that occur, within a one-year period will be filled from this panel.

15. Candidates will also be required to undergo practical tests, to ensure that their ability to perform their duties as a fire-fighter is not affected by a fear of heights, confined spaces, or a lack of physical or mental competence.

16. Applicants must hold a current full **Manual Class B Driving Licence** free from any endorsements. Applicants will also be required to obtain a Category C licence within eighteen months from the date of appointment or sooner if required and be prepared to drive such vehicles as the Council may require in the performance of your duties.

APPENDIX A

PAYMENT AND ALLOWANCES FOR RETAINED FIREFIGHTERS

Retained Fire Service – Fire Fighter - Rates Applicable at 01st June 2026

RETAINER ALLOWANCE		
Service	**Duration**	**Allowance**
0-1 year	1 Year	€17,021
2-4 Years	3 Years	€18,043
5-7 Years	3 Years	€19,303
8+ Years		€20,454

ATTENDANCE RATES				
DRILLS	**FIRE**			
	DAY*		**NIGHT/WEEKEND**	
Rate per Hour	**1st Hour**	**Subsequent Hour**	**1st Hour**	**Subsequent Hour**
€26.30	€52.60	€26.30	€105.20	€52.60

**** Day is 08:00 – 20:00 every weekday excluding Bank Holidays***

OTHER ATTENDANCES	
Training Courses	€26.30 per hour
Community Fire Safety Annual Payment	Fixed payment of €40.46 per fortnight
Community Fire Safety Additional Hours (discretionary)	€26.30 per hour
Other Attendances / Special Works – all other hours authorised by the Line Manager	€26.30 per hour

The above rates are subject to review on an ongoing basis.