

Online Registration and Eligibility.

Online Registration is in two parts.

It requires you to complete some personal information to register and enter the recruitment process. These are simple questions which allow us to collect your contact details and some information about you.

You will then be asked a number of questions to make sure you are eligible to apply. As part of this you will be asked:

- Whether you are 17 years and 6 months or over at the time of registration
- Whether you are eligible to work in the UK
- Whether you have any unspent criminal convictions
- Whether you have any outstanding County Court Judgments
- Whether you have any other applications pending, or in a process, with another Fire and Rescue Service.

With regards to unspent criminal convictions, Nacro provide some information on the Rehabilitation of Offenders Act, and this can be found by visiting:

<https://www.nacro.org.uk/resettlement-advice-service/support-for-individuals/disclosing-criminal-records/disclosing-criminal-records-employers/#longspent>

If you are unsure whether your conviction is spent or its status please take separate legal advice.

If you do not meet the eligibility criteria you will not be allowed to proceed with your application. The criteria are applied consistently and **no exceptions will be made.** Therefore, please do not contact us to query the criteria or seek to apply if you do not meet the eligibility requirements. **If it is found at a later stage that you do not meet the eligibility criteria you will automatically be removed from the process.**

Please note, you will be required to carry out a DBS check upon appointment.

The timeframes for completion of stage 1 are listed below

	What is involved?	How long will it take?	Stage Opens	Stage Closes
Online Registration	Registration and Eligibility Screen	Approximately 30 minutes	Midday, 1 st June 2026	Midday, 15 th June 2026

You will need your National Insurance number available when you apply in order to register, along with an email address. It is important that you check your email address is correct as the system will use the email you have registered to contact you. If your email address is incorrect the system will be unable to contact you regarding your application. If you do not complete the Online Registration section you will be unable to access all other parts of the process and your application will be removed.

You will only be able to register once for this campaign, so it is important that you check all details submitted are correct. There is no option to amend details once they have been submitted.

Once you have completed the registration and eligibility stages you will be informed on screen whether you have:

- Passed and will be contacted to progress to the next stage
- Failed, and the reason why
- That your application has been referred to the HR Department at Cheshire Fire and Rescue Service because further information is required from you before deciding if you are eligible

These outcomes are clearly explained and final. There is no ability to appeal the decision. Please note, CV's or any other form of application will not be accepted.

You must ensure that you read all questions carefully, you cannot amend your answers once they are recorded.

Throughout the process, please check your emails daily, including trash/spam folders for instructions as to when and how to access the various stages. We need to adhere to a strict timetable and if you miss an email, it is your responsibility and we will **not extend deadlines under any circumstances.**

In the unlikely event that you encounter any technical/log in issues, please contact our support team using the email given at the top of the online registration form. Failure to do so will terminate your application process.