

City of Blackduck

FIRE DEPARTMENT

APPLICATION PACKET

March 27th, 2014

**VOLUNTEER FIRE DEPARTMENT
EMPLOYMENT APPLICATION**

The position you are applying for is a Fire Fighter

Name: _____
Last First Middle

Address: _____

City: _____ Zip Code: _____

Home Phone: _____ Work Phone: _____

Are you legally authorized to work in the U.S.? Yes _____ No _____

Are you 18 years of age or older? Yes _____ No _____

Do you have any physical or health limitations that could interfere with your performance on the job for which you have applied? Yes _____ No _____

(NOTE: employment is contingent on applicant meeting minimum physical/mental demands of the position)

If yes, explain: _____

Do you have any commitments or responsibilities that might prevent you from meeting requirements? Yes _____ No _____ If yes, explain: _____

Have you previously applied for this position? Yes _____ No _____
If so, when: _____

EDUCATION AND TRAINING

High School _____ Did you graduate? Yes _____ No _____
yrs attended

College: _____ Trade School: _____
yrs attended # yrs attended

List any skills which you feel relate to this position:

Type of firefighter training: _____

Do you have medical training? _____ Yes _____ No

Describe extent of medical training: _____

CPR Certified: _____ Yes _____ No Date Certification Expires: _____

Have you ever been convicted as an adult of a felony? Yes _____ No _____

(NOTE: The existence of a criminal record will not automatically disqualify you from employment with the City, though certain types of criminal convictions may prohibit you from working in certain positions.)

If yes, date and place _____

Nature of offense _____

Disposition _____

Agree to a criminal record check: Yes _____ No _____

(NOTE: Past convictions are not an absolute bar to employment)

Driver's license class: A _____ B _____ C _____

Endorsements: _____

Truck driving experience? _____ Yes _____ No Type of Vehicle: _____

Distance from home to Fire Station: _____

Distance from work to Fire Station: _____

Can you be available for meetings and training sessions?

Second Tuesday - 7:00 - 9:30 _____ Yes _____ No

Last Tuesday - 7:00 - 8:00 _____ Yes _____ No

Can you attend a 120 (+/-) hour Firefighter I training program? _____ Yes _____ No

Can you attend a 40 (+/-) hour First Responder course? _____ Yes _____ No

Any mechanical, electrical or other specialized work experience? _____ Yes _____ No

Explain: _____

Employment History:

Present Employer: _____

Address: _____

Supervisor's Name: _____ Phone: _____

Job Title: _____ Years Employed: _____

Specific Duties: _____

Does your business take you out of town: Yes _____ No _____

If yes, explain: _____

May we contact your employer? Yes _____ No _____

MILITARY SERVICE

Branch of Service: _____

Reserves Status: _____

Attendance requirements if in Reserves or Guards: _____

REFERENCES

List two references that are not related to you:

Name: _____

Address: _____

Phone Number: _____

Name: _____

Address: _____

Phone Number: _____

VOLUNTEER FIRE DEPARTMENT ACKNOWLEDGEMENT OF REQUIREMENTS

I acknowledge and understand that application to become a firefighter with the Blackduck Volunteer Fire Department requires the following commitment:

- Pass physical examination

Selected applicants will be subject to a one-year probationary period with review after each six (6) months.

The following must be completed or accomplished during the next 24-months:

- Attend monthly meetings (last Tuesday of each month)
- Attend monthly drills (second Tuesday of each month)
- Complete 120+ hours of Firefighter I Vocational Training (tuition paid by Fire Dept)
- Must be clean shaven (no beards)
- Respond to fires and report to Officer in charge
- Attend functions of the Fire Department

There will be additional training required after the probationary period. Firefighters will be required to:

- Complete First Responder training (40 (+/-) hours)
- Attend Regional and Sectional Schools
- Attend training as prescribed in the Fire Department Bylaws and Standard Operating Procedures

Being a Firefighter is an emotionally challenging job and provides you with self-respect and self-satisfaction. Firefighting requires training and demands team effort and respect from each individual Firefighter in the Department.

I have read these requirements and agree to them.

Signature

Date

I, _____, the Employer of _____

_____ agree to release said individual during work hours to respond to emergency calls with the Blackduck Fire Department.

List any restrictions: _____

Employer Signature

Date

VOLUNTEER FIRE DEPARTMENT BENEFITS

Community Respect

Self Respect

Opportunity to serve the local community and area residents

Association and friendship with fellow firefighters

Leadership Opportunities

Payment from the City for fighting fires

Training and schooling paid by the City

Workers compensation insurance while on duty as a firefighter

Membership to the Fire Department Relief Association

Retirement benefits from the Fire Department Relief Association after 10 years of service

City of Blackduck

AUTHORIZATION FORM TO CONDUCT CRIMINAL HISTORY BACKGROUND CHECK, AND VERIFICATION OF DRIVING RECORD AND STATUS

All employment applicants and volunteers are required to sign a Criminal History Background Check Authorization Form as part of the application process of the City of Blackduck. This is in accordance with the City of Blackduck Hiring/Employment Policy.

"I, the undersigned, hereby authorize the City of Blackduck to conduct a Criminal History Background Check as part of my employment or volunteer application process. In addition I authorize the City to conduct a check of my driving record and status. I hereby release and agree to hold harmless the City of Blackduck, its employees and volunteers."

Applicant/volunteer: please sign, date and complete all information requested below. (Use black or blue ink.)

NOTE: ALL AREAS MUST BE COMPLETED OR THE BACKGROUND CHECK WILL BE REJECTED AS INCOMPLETE.

Signature: _____ Dated: _____

First, Middle, Last Name: _____

Address: _____

City, State, Zip: _____

Date of Birth: _____ Driver's License #: _____ SSN: _____

Have you lived in the State of Minnesota from less than five years? _____

If yes please list previous States: _____

Sex (please circle): Male Female

FOR OFFICIAL USE ONLY:

Date of Request: _____ City Administrator: _____

Please conduct a Criminal History Background Check and driving record/status check on this applicant or volunteer. Contact the City Administrator's Office with the results.

Date completed: _____ By: _____