**MADISON FIRE DISTRICT**

840 River Street

Madison, Ohio 44057

(440) 428-1522

Fax (440) 428-2227

**The following information describes the hiring process for the Madison Fire District.**

Copies of the following, along with a complete application, including your signature, are required for your application to be processed. All the required documentation must be kept up to date during the hiring process.

1. Ohio Driver’s License

**Applicant MUST maintain the minimum level of auto insurance required by the State of Ohio and MUST be insurable by the Fire Departments applied for.**

1. State of Ohio, Department of Public Safety Certificate:

 EMT, Advanced EMT, or Paramedic (include a copy of your ACLS card)

1. State of Ohio, Department of Public Safety Certificate:

 Firefighter Level II (240 Firefighting Class)

1. Current CPR Card
2. Certification of completion of Firefighting Physical Agility Testing from Cuyahoga Community College
* Contact Cuyahoga Community College at (216) 987-5063 for dates, time and cost
* Certification of completion with a time of seven minutes (7) minutes or less
1. NIMS – 700, 800, 100, 200

Available online at [www.fema.gov/emergency/NIMS](http://www.fema.gov/emergency/NIMS)

**Items 1 -5 must be valid at time of application AND maintained while employed with the Madison Fire District..**

Position(s) Applied For:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Application:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last FirstMiddle

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Street City Zip

Home: ( )\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Social Security Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Area Code

Cell: ( )\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Area Code

*If necessary, best time to call you at home is:*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date available for work:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Are you on a lay-off and subject to recall? Yes [ ]  No [ ]

May we contact you at work? Yes [ ]  No [ ]

If yes, work number and best time to call: ( )\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Area Code

Are you over age 18? Yes [ ]  No [ ]

 *If you are under 18, can you furnish a work permit?* Yes [ ]  No [ ]

Have you filed an application to any or all before? Yes [ ]  No [ ]

 *If yes, provide Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position applied for:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Are you legally eligible for employment in this country? Yes [ ]  No [ ]

 *(Proof of U.S. citizenship or immigration status will be required upon employment)*

Have you ever served in the U.S. Armed Forces? Yes [ ]  No [ ]

 *If yes, what branch and type of discharge:*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you currently a member of the U.S. Reserve,

National Guard or State Guard Organization? Yes [ ]  No [ ]

 *If yes, what service, component and grade:*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If required, will you undergo a post-offer pre-employment physical with drug test? Yes [ ]  No [ ]

Are you willing to accept a “No Smoking” regulation in this workplace? Yes [ ]  No [ ]

Have you ever been discharged or forced to resign from any position on the

Basis of unsatisfactory conduct or performance? Yes [ ]  No [ ]

 *If yes, provide details on the bottom of page 3.*

**Educational Background**

Circle Highest School Year Completed:

Graduate/Professional

1 2 3 4

College/University

1 2 3 4

High

9 10 11 12

Elementary

1 2 3 4 5 6 7 8



­­­­­­­­­­­­­

If you did not receive a diploma from a Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

High school, did you receive a high school

Equivalency diploma (GED)? Yes [ ]  No [ ]  Granting Agency:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**References**

*List three persons, other than supervisors listed on page three, who are not related to you by blood or marriage, whom we are free to contact and who have knowledge of your character, experience, or ability. Persons familiar with your present or past job performance are strongly preferred.*

|  |  |  |  |
| --- | --- | --- | --- |
| FULL NAME | COMPLETE BUSINESS OR HOME ADDRESS | OCCUPATION | PHONE NO. |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

This space may be used to explain your answers to any questions on this application. *(Additional sheets may be used if necessary.)*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Employment History**

In the space provided below, give a complete record of employment for not less than the past **15 years, beginning with your present or most recent employment and work back.** Account for all periods, including self-employment, unemployment and service with the U.S. Armed Forces. Use additional sheets if necessary.



**Fire & EMS Training**

|  |  |  |  |
| --- | --- | --- | --- |
| Training/Course Name | Location | Dates | Certificate #/Expiration Date |
| **Firefighter I or II** |  |  |  |
| **EMT or Paramedic** |  |  |  |
| **CPR** |  |  |  |
| **Hazmat/Tech** |  |  |  |
| **Hazmat Operations** |  |  |  |
| **Fire Inspector** |  |  |  |
| **Fire Instructor** |  |  |  |
| **Fire Investigator** |  |  |  |

**Special Qualifications and Skills**

Please list any additional training: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Driver’s License Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Expiration Date: \_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_

List licenses, CDLs, registrations or certifications which you possess. Also, list the State or other authority which granted it.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe any computer experience you may have had.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Give any other special qualifications not covered elsewhere in your application, such as: (1) your publications; (2) your patents or inventions; (3) public speaking and public relations experience; (4) membership in professional, trade or scientific organizations; (5) honors and fellowships received; (6) foreign languages.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CERTIFICATION OF APPLICANT**

I hereby certify that all information furnished in this application is true to the best of my knowledge and any misstatement of fact contained in this application may be sufficient cause for rejection of employment or termination.

I authorize any employer, branch of the Armed Forces, personal reference, school, department, agency or organization as listed in this application to release any needed information to the departments for which I am applying.

I understand that the departments for which I applied consider all applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital status, veteran status, sexual orientation or any other legally protected status.

I recognize that, should I be hired, my employment is “at-will”. **I** will be free to resign my employment for any reason at any time, just as the departments for which I applied will be free to terminate my employment for any reason at any time.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FOR OFFICE USE ONLY:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE RECEIVED APPLICATION RECEIVED BY

Forward requested by: Department: \_\_\_\_\_ \_\_\_\_