

Northern Lakes Fire Protection District

125 W. Hayden Ave., Hayden, ID 83835

Phone: (208) 772-5711

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www.northernlakesfire.com

APPLICATION FOR EMPLOYMENT

Must be 18 years of age to apply

Position Applying For: _____ Volunteer _____ Career _____ Other (please specify)

(Title of Position)

Date: _____

Last Name: _____ First: _____ Middle: _____

Present Address: _____

City: _____ State: _____ Zip: _____

Home Phone Number: _____ Other Contact Number: _____

Email Address: _____

Have you ever worked under a different name from that which appears on this application? Yes ___ No ___

If yes, list the different name (s): _____

PERSONAL HISTORY

Do you have a valid driver's license? Yes ___ No ___

Driver's License No.: _____ State: _____ Endorsement: _____

Social Security Number: _____

Have you ever applied to the District before? Yes ___ No ___ When: _____

If hired, can you prove that you may legally work without restrictions in the United States? Yes ___ No ___

Military Status: Have you served in the U.S. Armed Forces? Yes ___ No ___

When: _____ Branch: _____

Are you presently a member of a U.S. Reserve or National Guard Organization: Yes ___ No ___

If yes, complete present grade and Service: _____

Have you ever been convicted of a felony? Yes ___ No ___ If yes, please explain: _____

EDUCATION

High School: _____ Location: _____ Years Completed: _____

Graduated? Yes ___ No ___ or did you receive a GED? Yes ___ No ___

College or University: _____ Location: _____ Credits: _____

Did you obtain a college degree or vocational certificate? Yes _____ No _____

Type of degree or certificate: _____

What discipline was your degree or certificate in? _____

Which college or university did you obtain your degree or certificate from? _____

*Please **LIST AND ATTACH A COPY** of any professional or vocational licenses and/or certifications, which you have obtained: _____

Please list any special qualifications or skills, which you possess: _____

Are you available to do 24-hour shift work? Yes ___ No ___

WORK HISTORY

Present or Most Recent Employer: _____

Supervisor Name & Title: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

Hours per week: _____ Start Date: _____ End Date: _____ Job Title: _____

Duties Performed: _____

Reason for Leaving: _____

May we contact this employer for a reference? Yes ___ No ___

PAST THREE EMPLOYERS

Employer: _____

Supervisor Name & Title: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

Hours per week: _____ Start Date: _____ End Date: _____ Job Title: _____

Duties Performed: _____

Reason for Leaving: _____

May we contact this employer for a reference? Yes ___ No ___

Employer: _____

Supervisor Name & Title: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

Hours per week: _____ Start Date: _____ End Date: _____ Job Title: _____

Duties Performed: _____

Reason for Leaving: _____

May we contact this employer for a reference? Yes ___ No ___

Employer: _____

Supervisor Name & Title: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

Hours per week: _____ Start Date: _____ End Date: _____ Job Title: _____

Duties Performed: _____

Reason for Leaving: _____

May we contact this employer for a reference? Yes ___ No ___

REFERENCES

Give the information requested below on three (3) persons not related to you whom you have known for at least one (1) year:

Name: _____ **Relationship:** _____ **Phone:** _____

Address: _____ **City:** _____ **State:** _____ **Zip** _____

Name: _____ **Relationship:** _____ **Phone:** _____

Address: _____ **City:** _____ **State:** _____ **Zip** _____

Name: _____ **Relationship:** _____ **Phone:** _____

Address: _____ **City:** _____ **State:** _____ **Zip** _____

Have you ever applied for a position of employment or volunteer service with any other fire protection agency?

Yes _____ No _____ If yes, list name, location and dates you applied: _____

If you are offered a position with the District, would you be willing to submit to any job related medical exams, physical ability testing and/or drug tests that may be required of the position to which you have applied?

Yes _____ No _____

Have you read the essential functions for the position to which you have applied? Yes _____ No _____

Can you perform the essential functions of the position to which you have applied? Yes _____ No _____

Do you require reasonable accommodations to perform the essential functions for the position to which you have applied? Yes _____ No _____

Are there any hours, shifts or days you cannot or will not work? Yes _____ No _____

If so, list: _____

Shift preferred (if applicable): _____

Are you willing to work: Part time _____ Full time _____ Overtime _____

(Check all that apply)

PLEASE READ AND INITIAL EACH PARAGRAPH BELOW (if there is any part of this page you do not understand please ask the employer about it before signing).

I do hereby authorize the Northern Lakes Fire Protection District (hereinafter NLFPD) to thoroughly investigate my character references, work records, education, military, criminal background, police records, traffic offenses of record and other matters related to my suitability for employment and further authorize my current and former employers to disclose to NLFPD any and all letters, reports and other information pertaining to my employment with them, without giving me prior notice of such disclosure. In addition, I hereby release NLFPD, my current and former employers, and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure. _____

I understand that if offered employment, the offer may be contingent on my passing a pre-employment alcohol and drug screen and a pre-employment NFPA medical physical exam. By signing this application, I voluntarily agree to submit a pre-employment alcohol/drug screen and pre-employment NFPA medical physical exam upon request. I understand that failure to pass the alcohol/drug screen and/or NFPA medical physical exam will result in withdrawal of the employment offer. _____

If hired, I also agree to submit to alcohol or drug testing as a condition of employment. I agree that NLFPD may conduct alcohol or drug screening at its sole discretion with or without notice. I also understand that refusal to submit to an alcohol/drug screen will be considered a voluntary resignation of employment. _____

I understand that nothing contained in the application or conveyed to me during any interview, which may be granted, is intended to create an employment contract, implied or explicit, between NLFPD and me. In addition, I understand and agree that if I am employed; my employment relationship with NLFPD is strictly voluntary and at our mutual will. I understand that if employed, my employment is for no definite period and I may terminate it at any time, with or without prior notice, with or without cause or reason. Likewise, NLFPD has the right to terminate my employment, or otherwise discipline, transfer, or demote me at any time, with or without reason, at the discretion of NLFPD. In the event that some or all employees become subject to a collective bargaining agreement (CBA) that is duly executed between the employees' representative and NLFPD, the procedures set forth in the CBA with regard to employee discipline and termination procedures will be followed. _____

I understand and agree that any future changes in my title, duties, compensation, working conditions, and/or NLFPD benefits, policies and procedures will not alter our at-will and arbitration agreements. _____

I understand that if offered employment, I will, as a condition of employment, be required to submit proof of my identity and legal right to work in the United States upon beginning work. _____

If the position applied for requires driving in the course of work, I understand that I will be required to possess a current and valid driver's license to legally drive in the State of Idaho and understand that I will be required to provide a copy of my official driving record. I also understand that any offer of employment is contingent on my ability to be covered by NLFPD auto insurance, if required for my position. _____

I hereby certify that I have not withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct. Unless otherwise stated, I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement on this application or on any documents used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery. _____

My signature below certifies that I have read and understand this complete page, and agree to the terms and conditions outlined in this document. _____

Applicant's Printed Name

Applicant's Signature

Date

Please indicate specific position(s) applying for: (Check all that apply)

- Supression/Rescue EMS/Paramedic Non-Suppression

Volunteers Only-Please fill out this form.

Please indicate the type of service you wish to provide to the district, circle all that apply:

<u>Suppression</u>	<u>EMS</u>	<u>Non-Suppression</u>
Structure suppression	Driver	Fire ground support
Driver/Operator	1 st Responder	Data Entry
Wildland Suppression	EMT	Public Education
Aircraft Suppression	EMT-A	Inspections
Tec. Rescue	CPR/1 st AID	Traffic Control
Extrication	Instructor	Fire Aux.
HAZ-MAT		Investigations
Boat Operator		Instructor
Instructor		

FOR OFFICE USE ONLY

Application Received On: _____ **Received By:** _____

Applicant has met minimum requirements: Yes _____ No _____ **Date Reviewed:** _____

Background Check Completed On: _____ **Satisfactory:** _____ Yes _____ No

Status Letter sent: Yes _____ No _____ **Date sent:** _____

Interview Scheduled for: Date: _____ Time: _____ Location: _____