

DARTMOUTH FIRE DEPARTMENT
DISTRICT 3

Employment Application
for Part Time/Paid

FIREFIGHTER

1. INSTRUCTIONS AND DISCLAIMERS

- Type of print clearly in black or blue ink.
- Answer every question fully and accurately. If not applicable, please write N/A.
- For an applicant who meets the minimum entrance requirements, we will perform a background check in accordance with the Massachusetts Fair Employment Practices Act and we may obtain information from the following sources:
 - Criminal Offender Record Information (CORI)
 - Sex Offender Registry Information (SORI)
 - Driving Records (RMV)
 - The Central Registry of Child Abuse/Neglect reports (MGL Chapter 119, Section 51B)
 - Board of Probation Records
- If an offer of employment is made of you, the Department may declare that the offer is contingent upon the successful results of a medical exam, references, and/or tax and background check.
- False or materially inaccurate information on the application will be cause for disqualification for employment or dismissal at any time during employment.
- Read certification and releases carefully before signing.
- Return application to Dartmouth Fire District 3, 140 Cross Road, Dartmouth, Massachusetts, 02747.
- Dartmouth Fire District No 3 is an equal opportunity employer. It is our policy to afford equal opportunity to all qualified persons regardless of race, color, religion, national origin, age, military status, sexual orientation, disability, or gender, except where age or sex is a bonafide occupational qualification as allowed by the Civil Rights Act of 1964.
- In addition to this application, you will also be required to:
 - Provide a copy of your valid drivers license
 - Provide proof of residency (if not within close proximity of Fire District #3)
 - Meet all requirements of the position
 - Pass a psychological exam
 - Pass a physical abilities test (PAT)
 - Participate in an oral interview
 - Pass a CORI check [see attached waiver]
 - Pass an HRD Medical Examination and Drug Screening
 - Complete the Call/Volunteer Academy or meet the requirements of NFPA 1001 (FF I/II)

2. APPLICANT INFORMATION

Name: _____
Last First Middle

Physical Address: _____
Street Address State Zip Code

Mailing Address: _____
(If same as above, write "same")

Primary Phone: _____ Alternate Phone: _____

Email Address: _____

Are you a citizen of the United States? Y N [] []

If no, are you authorized to work in the US? _____

The Immigration and Reform and Control Act of 1986 requires you to provide your birth certificate and/or valid passport upon offer of employment.

Have you ever worked for this company? [] []

If yes, when and in what position? _____

Have you ever been convicted of a felony? [] []

If yes, explain in detail: _____

Are you 18 years or older? [] []

Do you have a valid MA Drivers License? [] []

Drivers License No. _____

You must submit a copy of your valid drivers license with this application.

3. EDUCATION

College/University: _____
Name of Institution City, State Degree Earned

High School: _____
Name of Institution City, State Degree Earned

Other: _____
Name of Institution City, State Degree Earned

4. PROFESSIONAL REFERENCES

Please list (4) professionals who can comment on your work performance.

Name: _____ Address: _____

Company: _____ Position: _____

Phone: _____ Years Acquainted: _____

Name: _____ Address: _____

Company: _____ Position: _____

Phone: _____ Years Acquainted: _____

Name: _____ Address: _____

Company: _____ Position: _____

Phone: _____ Years Acquainted: _____

Name: _____ Address: _____

Company: _____ Position: _____

Phone: _____ Years Acquainted: _____

5. MILITARY SERVICE

You may skip this section only if it is not applicable.

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

6. EMPLOYMENT HISTORY

Complete all information in full. Begin with your most recent/current employment. Your present employer will not be contacted without your permission. You may include verifiable work performed on a volunteer basis.

Are you currently employed? ^{Y N} [] [] Current Employer _____

Company Name: _____ Address: _____

Phone: _____ Position: _____

Start Date: _____ End Date: _____

Supervisor: _____ ^{Y N} May we contact? [] []

Company Name: _____ Address: _____

Phone: _____ Position: _____

Start Date: _____ End Date: _____

Supervisor: _____ ^{Y N} May we contact? [] []

Company Name: _____ Address: _____

Phone: _____ Position: _____

Start Date: _____ End Date: _____

Supervisor: _____ ^{Y N} May we contact? [] []

7. JOB DESCRIPTION AND ACKNOWLEDGEMENT

Please read carefully and sign.

7.1 Qualifications

- Must be 18 years of age at time of application.
- Must have high school diploma or GED.
- Must have a valid Massachusetts driver's license.
- Must be able to pass a physical ability test and a medical exam.
- Must be able to lift weight in excess of 100 pounds continuously.
- Must be able to respond to 50% of calls during available hours.
- Must be able to acquire and maintain minimum standards for first responder and CPR training.
- Must be able to work in a para-military organization and respond readily to command instructions.
- Must be able to see, speak and hear clearly in noisy and stressful situations.
- Must be able to analyze situations and adopt a quick and effective course of action under conditions that are psychologically and emotionally stressful.
- Must be able to work in a team environment.
- Must be able to work at varying heights, above and below grade.
- Must be able to work with mechanical tools such as "jaws of life", power saws, generators, and various striking and prying tools.

7.2 General Responsibilities

Firefighters respond to emergency calls to control and extinguish fires, protect life and property, and provide public assistance. Firefighters must be able to perform general cleaning, maintenance, and minor repairs of apparatus, quarters, and equipment.

7.3 Essential Job Functions

- Responds to emergency calls and performs all necessary firefighting and rescue activities.
- Performs post fire clean up and salvage operations.
- Performs emergency actions during adverse conditions involving exposure to hazardous atmospheres and materials.
- Provides assistance to the public in emergency and non-emergency situations.
- Administers first aid, CPR, and medical assistance.
- Attends specialized training in firefighting and first aid.
- Participates in company and department drills, inspections, housekeeping duties, and other related tasks.
- Performs preventive maintenance, inspections, and minor repairs of apparatus and equipment.
- Participates in public relations and training activities with the public.
- Performs other duties as assigned.

7.4 Working Conditions and Physical Abilities

Firefighting is an inherently dangerous job. Hazardous tasks performed under emergency conditions may require strenuous exertion under handicaps such as limited visibility, exposure to hazardous chemicals or gases, extremes in temperature, cramped surroundings, and contact with death, emotional stress, trauma, and contagious disease. Firefighters are also exposed to extreme heat, contaminated environments, emotionally upset people, noise, physical hazards from traffic, fire and falling objects, and atmospheric conditions such as smoke, fumes, odors and gases. Firefighters are required to wear protective gear: a helmet, firefighting clothing, boots, and self contained breathing apparatus.

7.5 Job Description Acknowledgement

I, _____, acknowledge that I have received, read, and understand the job description for FIREFIGHTER. I understand that I must meet all the qualifications of the position in order to be employed by Dartmouth Fire District 3. I understand that any deviation from the required qualifications may result in termination of my employment. I understand that I must be able to perform the general responsibilities and essential job functions of the position. I understand that firefighting is an inherently dangerous job, and I understand the working conditions and physical abilities of the position.

Signature: _____ Date: _____

8. RELEASE AND CERTIFICATION

Please read carefully and sign.

I understand that the foregoing will be verified in order to expedite my application for employment with Dartmouth Fire District 3. I hereby authorize Dartmouth Fire District No 3 to conduct a full investigation into my background. I authorize Dartmouth Fire District 3 to obtain my previous work records, employment records, character references, and other information concerning character, ability, and habits if necessary. Further, I grant authority to the keeper of these records to release said records to Dartmouth Fire District 3 for the purpose of making its hiring decision. I agree that Dartmouth Fire District 3 shall not be liable in any respect if a job offer is not extended, withdrawn, or my employment is terminated because of false statement, omissions, or answers made by me on this application. I agree that my previous employers shall not be liable with regard to any information provided by them in connection with this release.

I certify under the pains and penalty of perjury that all statements made by me on this application are true and complete to the best of my knowledge and that I have withheld nothing, which, if disclosed, would affect this application unfavorably. I understand that any false statements, omissions, or answers made by me on this application can result in my immediate termination.

In compliance with the Immigration and Reform and Control Act of 1986, I understand that I will be required to provide approved documentation that verifies my right to work in the United States on my first day of employment. I have received the list of approved documents with this application.

I understand that unless I attain permanent status pursuant to M.G.L Chapter 31 or am subject to the terms of a collective bargaining agreement, my employment will be at-will, which means that both Dartmouth Fire District 3 and I are free to terminate the employment relationship at any time or for any non-statutorily prohibited reason or for no reason at all, with or without notice.

I hereby acknowledge that I have read in full and understand the above statements and conditions of employment.

Signature: _____ Date: _____

9. PRE-EMPLOYMENT PHYSICAL AND DRUG SCREENING NOTICE

Please read carefully and sign.

If an offer of employment is made to you, Dartmouth Fire District 3 may specify that the offer is contingent upon the results of a medical exam and/or drug screening. I freely and voluntarily agree to submit to a pre-employment physical and/or drug screening, as it relates to the requirements of a specific job, as part of my pre-employment application to Dartmouth Fire District 3. I understand that either refusal to submit to such screening or failure to qualify according to the minimum standards established by Dartmouth Fire District 3 for this screening may disqualify me from further consideration for employment. Further, I understand that any positive drug test results will be communicated in a confidential manner.

I hereby acknowledge that I have read in full and understand the above statements and conditions of employment.

Signature: _____ Date: _____