



Redmond Fire & Rescue Employment Application

Redmond Fire & Rescue makes employment decisions without regard to race, color, gender, national origin, religion, marital status, age, prior industrial injury, mental or physical disabilities unrelated to job performance, or veterans. Redmond Fire & Rescue is a Drug-Free Workplace and complies with the Oregon Smoke-Free Workplace law. Candidates who are provided a conditional offer of employment will be subject to pre-employment drug testing and a criminal history records check. Those candidates who will be required to hold a driver's license will be subject to a pre-employment DMV records check to ensure a safe driving record.

THIS APPLICATION WILL BE CONSIDERED ONLY FOR THIS SPECIFIC POSITION(S). IT WILL NOT BE RETAINED FOR FUTURE POSITIONS. IF YOU DESIRE TO BE CONSIDERED FOR A POSITION AT A FUTURE TIME, YOU MUST FILE A NEW APPLICATION. IF HIRED, THIS APPLICATION WILL BECOME PART OF YOUR PERMANENT PERSONNEL FILE.

Directions: Print in INK, or save document and fill in using the computer. If completed on the computer, form must still be printed and delivered/mailed. An incomplete application will not be considered. Use additional sheets if more space is needed.

1. Which position are you applying for? Date

2. First Name Last Name

3. Mailing Address

4. Confidential E-mail Address (where information regarding this application will be sent)

5. Phone (home) Phone (other)

6. How did you hear about this opportunity?

7. EDUCATION Name and location of high school

High school diploma earned		If not a high school graduate, do you have a Certificate of Equivalency (GED)	
Yes	No	Yes	No

Schools attended after high school, or special training received:

Name and location of school or training facility

From (month/year)	To (month/year)	Full time student		No. of credits
		Yes	No	
Major		Minor		

Certificates, degrees, or other earned

Other schools attended after high school, or special training received:

Name and location of school or training facility

From (month/year)	To (month/year)	Full time student		No. of credits
		Yes	No	
Major		Minor		

Certificates, degrees, or other earned

Other schools attended after high school, or special training received:

Name and location of school or training facility

From (month/year)	To (month/year)	Full time student		No. of credits
		Yes	No	
Major		Minor		

Certificates, degrees, or other earned

8. Describe specialized training, military service, job-related skills, other related skills, and professional licenses and certificates that you consider relevant to the position for which you are applying:

9. Have you ever been discharged from employment? If yes, explain fully:

10. Are you/have you been a member of Oregon PERS?

Yes No

11. Have you ever worked for Redmond Fire & Rescue before?

Yes No

If yes, date(s) worked and position(s) held:

12. To ensure that you are not placed in a position which might be a hazard to you or to others, a physical examination prior to appointment to a position may be required. Final appointment for those specific positions will be contingent upon the results of the physical examination.

13. EMPLOYMENT HISTORY

Beginning with your present/most recent job, describe your work experience during the past ten (10) years. List any experience related to the duties of the position for which you are applying. Include any non-paid/volunteer work that might apply.

NOTE: If selected for an interview, present and past employers will be contacted.
FILL IN THE FOLLOWING IN DETAIL:

Name of present or last employer

Address (Street address, city, state, zip code)

Telephone

Job title

Immediate supervisor's name

From (mo/yr)

To (mo/yr)

Hrs per week

Full time

Part time

Specific duties

Reason for leaving

Name of present or last employer

Address (Street address, city, state, zip code)

Telephone

Job title

Immediate supervisor's name

From (mo/yr)

To (mo/yr)

Hrs per week

Full time

Part time

Specific duties

Reason for leaving

Name of present or last employer

Address (Street address, city, state, zip code)

Telephone

Job title

Immediate supervisor's name

From (mo/yr)

To (mo/yr)

Hrs per week

Full time

Part time

Specific duties

Reason for leaving

14. REFERENCES

List three (3) professional references, other than family, who are familiar with your work experience and job performance.

Name

Occupation

Email address

Phone

Name

Occupation

Email address

Phone

Name

Occupation

Email address

Phone

15. IMMIGRATION AND REFORM AND CONTROL ACT OF 1986.

If hired, you will be required to submit identification in accordance with the Immigration and Naturalization Service requirements. Do you have the legal right to work in the U.S.?

Yes

No

16. ABILITY TO PERFORM THE ESSENTIAL JOB FUNCTIONS.

A job description detailing the essential functions and duties of the job for which you are applying is attached. Are you able to perform the essential job functions or duties listed with or without accommodation?

Yes No

AS AN APPLICANT FOR EMPLOYMENT WITH REDMOND FIRE & RESCUE, I UNDERSTAND AND AUTHORIZE THE FOLLOWING:

I hereby certify that the information contained in this application contains no misrepresentations or falsifications, and that the information given is true and complete to the best of my knowledge and belief. I fully understand that misrepresentations or omissions of fact in this application is cause for disqualification of this application and/or dismissal from employment. I fully understand the requirements for employment with Redmond Fire & Rescue as contained in this application. I authorize Redmond Fire & Rescue, Redmond OR, to make any and all necessary inquiries or investigations to verify or supplement the information contained herein. I also specifically authorize any past employer, education, or other person with knowledge of my work history, to release to Redmond Fire & Rescue, any information requested to determine my qualifications and fitness for the position I am seeking. Further, I release Redmond Fire & Rescue and all individuals giving or receiving information from any liability or damage whatsoever which may result from furnishing the requested information. AN UNSIGNED APPLICATION IS CONSIDERED AN INCOMPLETE APPLICATION.

Applicant's signature

Date