

EDUCATIONAL BACKGROUND

Name & Location	No. of years completed	Did you Graduate?	Course of Study
High School			
College		Major/Degree	
Other			

REFERENCES OTHER THAN EMPLOYERS

Name	Telephone	Number of Years known/Relationship
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	()	
	()	

APPLICANT STATEMENT

I certify that all information I have provided in order to apply for and secure work with the employer is true, complete and correct.

I also understand that applying for the Fire Department I must be eighteen (18) years of age or older.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (i) cancel further consideration of this application, or (ii) immediately discharge me from the employer's service, whenever it is discovered.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using such information in the employment process and all other person, corporations or organizations for furnishing such information about me.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state or federal law.

I understand that this application remains current only during a position opening. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to reapply and fill out a new application when positions of interest become available.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied, oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's Mayor.

I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

I further understand that once a decision has been made regarding interest in hiring an applicant an offer will be made contingent upon satisfactory completion of reference checks and criminal background checks. The hiring manager or Human Resources will check references for all candidates. Human Resources will contact final candidates to complete a pre-employment drug and alcohol screen. Drug testing site maps and hours of operation information are available from Human Resources

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Applicant

Date

MINIMUM QUALIFICATIONS

The following are minimum qualifications for appointments to both regular full-time or part-time Fire Department positions for the Town of Trophy Club. All applicants must answer yes or no and submit along with the Notice of Interest in order to be considered for an open position.

1. Do you possess a current Basic Firefighter Certification through the Texas Commission on Fire Protection? Yes No
2. Do you possess a current certification as a paramedic in Texas? Yes No
3. Have you reached your 21st birthday prior to appointment to the position of firefighter? Yes No
4. Are you a citizen of the United States? Yes No
5. Are you a high school graduate, or possess a GED? Yes No
6. Have you been convicted of a felony offense? Yes No
7. Have you received a DWI conviction or arrest for DWI in the past 10 years? Yes No
8. Are you on community supervision or probation or under indictment for any offense? Yes No
9. Have you been convicted of any offense of the grade of Class B misdemeanor or above? Yes No
10. Do you have a valid Texas driver's license and have not been convicted of more than three (3) moving violations and/or accidents within a 24-month period? Yes No
11. Do you possess a Texas Class B driver's license? Yes No
12. Have you possessed or used any degree of controlled substance at any time within the past ten (10) years in experimentation that the mere possession of said substance is classified as a felony? Yes No
13. Have you used Marijuana other than for the purposes of mere experimentation? Yes No
14. Have you been convicted of any family violence offense? Yes No
15. Have you been discharged from military service under less than honorable conditions? Yes No

I certify that all information I have provided in order to apply for and secure work with the Employer is true, complete and correct.

Applicant Signature

Date

SECTION 7 Part-time Fire Fighter Special Requirements

Prior to being assigned to a shift and working all part-time firefighter must adhere to the following:

1. Must be credentialed to work under the current Trophy Club Medical Control Group or willing to obtain accreditation at the applicant's expense.
2. Must have reviewed the part-time applicant packet; completed and returned Notice of Interest Application;
3. Must have an acceptable driving record;
4. Must pass a drug test;
5. Must have off duty work authorization form or letter from current employer*:
 - a. Must state current status
 - b. Must be clear from any disciplinary actions
 - c. Must be signed by Chief Officer
6. Must successfully complete an oral interview with the Fire Chief;
7. Candidate must complete orientation with Human Resources;
8. Candidate must have completed an eight (8) hour orientation session with the Training Coordinator:
 - a. All training records will be evaluated and filed
 - b. Demonstrate knowledge of Town lay-out
 - c. Must demonstrate knowledge of equipment
9. After successful completion of orientation the firefighter will be assigned to an FTO (Field Training Officer) shift for a 24 hour shift;
10. After successful completion of an FTO shift, and with a recommendation from the training coordinator and FTO, the firefighter will be assigned to the active duty pool for further assignment.

** These forms must be submitted at time of application.*