



## 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. \_\_\_\_\_

POSITION APPLIED FOR

DATE

2. Name \_\_\_\_\_

LAST

FIRST

MIDDLE

3. Mailing Address \_\_\_\_\_

City

State

Zip Code

4. Phone No. \_\_\_\_\_

Home

Work (if permission to contact you at work)

Other Phone

5. Confidential e-mail address (where information regarding this application may be sent): \_\_\_\_\_

6. How did you hear about this opportunity? \_\_\_\_\_

7. EDUCATION - If now in high school, include present term.

\_\_\_\_\_  
Name and Location of High School

High School Diploma Earned  Yes  No

If not a high school graduate, do you have a Certificate of Equivalency (GED) -  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  Part Time Student

Major \_\_\_\_\_ Minor \_\_\_\_\_ No. Of Credits Received \_\_\_\_\_

FIELDS OF STUDY OR TITLES OF SPECIAL COURSES

\_\_\_\_\_  
CERTIFICATES, DEGREES, OR OTHER EARNED

• **Other School Attended After High School, or Special Training Received:**

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NAME AND LOCATION OF SCHOOL OR TRAINING FACILITY

FROM (month/year) \_\_\_\_\_ TO (month/year) \_\_\_\_\_  Full Time Student  Part Time Student

Major \_\_\_\_\_ Minor \_\_\_\_\_ No. Of Credits Received \_\_\_\_\_

FIELDS OF STUDY OR TITLES OF SPECIAL COURSES

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CERTIFICATES, DEGREES, OR OTHER EARNED

• **Other School Attended After High School, or Special Training Received:**

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NAME AND LOCATION OF SCHOOL OR TRAINING FACILITY

FROM (month/year) \_\_\_\_\_ TO (month/year) \_\_\_\_\_  Full Time Student  Part Time Student

Major \_\_\_\_\_ Minor \_\_\_\_\_ No. Of Credits Received \_\_\_\_\_

FIELDS OF STUDY OR TITLES OF SPECIAL COURSES

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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:**

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**9. Have you ever been discharged from employment - Yes No. If yes, explain fully:**

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**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:**

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**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. PLEASE PRINT.**

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NAME OF PRESENT OR LAST EMPLOYER

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Address	City	State	Zip Code	Telephone
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JOB TITLE \_\_\_\_\_ IMMEDIATE SUPERVISOR'S NAME \_\_\_\_\_

FROM (month/year) \_\_\_\_\_ TO (month/year) \_\_\_\_\_  Full Time  Part Time (Hrs Per Week \_\_\_\_\_)

Specific Duties \_\_\_\_\_

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Reason For Leaving \_\_\_\_\_

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NAME OF PRESENT OR LAST EMPLOYER

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Address	City	State	Zip Code	Telephone
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JOB TITLE \_\_\_\_\_ IMMEDIATE SUPERVISOR'S NAME \_\_\_\_\_

FROM (month/year) \_\_\_\_\_ TO (month/year) \_\_\_\_\_  Full Time  Part Time (Hrs Per Week \_\_\_\_\_)

Specific Duties \_\_\_\_\_

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Reason For Leaving \_\_\_\_\_

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NAME OF PRESENT OR LAST EMPLOYER

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Address	City	State	Zip Code	Telephone
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JOB TITLE \_\_\_\_\_ IMMEDIATE SUPERVISOR'S NAME \_\_\_\_\_

FROM (month/year) \_\_\_\_\_ TO (month/year) \_\_\_\_\_  Full Time  Part Time (Hrs Per Week \_\_\_\_\_)

Specific Duties \_\_\_\_\_

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Reason For Leaving \_\_\_\_\_

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**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
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

**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.

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APPLICANT'S SIGNATURE

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DATE

Please carefully read the instructions posted on [Redmondfireandrescue.org/careers](http://Redmondfireandrescue.org/careers). All instructions must be followed to be considered as an applicant for this position.