

Garrett Fire Department

Applicant Handout

Read the following page and retain for your records.

What does the job of a Firefighter involve?

Firefighting is both physically and mentally demanding. It requires you to be able to do a variety of duties ranging from fighting fires with temperatures reaching 1000 degrees F. or more, removing a severely injured person(s) from an auto accident, or treating someone who is ill. The conditions in which you will perform these duties vary greatly, but most often they occur under the worst conditions imaginable. One characteristic that is most often associated with being a firefighter is the willingness to help others, regardless of the time of day or the assistance needed.

Firefighters must be good students in order to stay up with the technologies and changes in fire suppression, prevention, hazardous materials, rescue and medical procedures. This involves many subjects, such as public education, arson investigation, emergency medical and transportation procedures. The Garrett Fire Department requires in the first year on the job to complete the State of Indiana Mandatory Firefighter Training and First Responder medical training. Also, you are expected to attend all weekly training sessions, which are on Wednesday nights. Therefore, high levels of physical and mental fitness are essential for firefighters to meet the demands of the job.

* This is a brief description of what you might do in this position and does not include all the duties of this position.

Hiring Process

After an application is turned in the Investigation Committee will review it. The Investigation Committee is a committee made up of five members of the department. After it is reviewed, a physical abilities test will be set up with the applicant(s). After all the applicant(s) have been through the test, the committee will set up interviews with the applicants that pass the test. After the test and interview the committee will bring all applications and test results to the department. The department will pick one applicant per opening to vote on. It takes a majority vote to bring an applicant on the department; the new member will be brought on for a 1-year probationary period. After the 1-year, if the candidate has met the department's requirements (see above paragraph), then the department will vote again to bring the candidate off probation (majority rules). If at any time the applicant/candidate does not receive a favorable recommendation or does not get a majority vote, they will be removed from the process/department.

* All applications must be notarized and filled out completely. All applications will be held for a maximum of one (1) year.

Qualifications and Special Requirements?

- Minimum High School diploma or equivalent
- Must live within the hiring boundaries of the Garrett Fire Department
- 18-45 years of age
- US citizen
- Applicant must be Physically capable of:
 - Bending and stretching in order to accomplish the task of pushing, pulling, grasping and carrying of objects having a weight of 50 pounds or more.
 - Donning and wearing approximately fifty pounds of protective clothing and self contained breathing apparatus.
 - Engaging in crawling, walking, climbing, prying, chopping, and carrying scenarios.
 - Occasionally dragging weights up to 175 pounds
 - Climbing ladders varying in length from 14' to 45'
 - Withstanding periods of overheating and chilling often in wet clothing.
- Applicant must be mentally capable of:
 - Demonstrating knowledge of elementary physics, chemistry, mechanics, math, and reading comprehension.
 - Functioning as part of a team at all times.

**APPLICATION
GARRETT FIRE DEPARTMENT**

Application must be filled out in full and notarized to be accepted.

Name: _____ Social Security # _____

Date of Birth _____ Place of Birth _____

Driver's License # _____ Telephone # _____

Address _____

Own/Buying _____ Rent _____ How long at this address: Years _____ Months _____
Street City State Zip

1. Previous Address _____

Own/Buying _____ Rent _____ How long at this address: Years _____ Months _____
Street City State Zip

2. Previous Address _____

Own/Buying _____ Rent _____ How long at this address: Years _____ Months _____
Street City State Zip

Employment History

Present Employer _____ Telephone # _____

Address _____

Job Title/Duties _____
Street City State Zip

How Long with this employer _____

Previous Employer _____

Address _____

Job Title/Duties _____
Street City State Zip

How Long employed _____ Reason for leaving _____

Previous Employer _____

Address _____

Job Title/Duties _____
Street City State Zip

How Long employed _____ Reason for leaving _____

Education Information

High School Attended _____

Year graduated ? _____ GED ? _____ If not, what year did you complete? _____

College/Technical School _____

Your major _____ Degree _____

Firefighting/Medical Experience

List any prior Fire, Medical, Emergency Services or related experience you have:

Unit/Department _____ Years of service _____

Last year of service _____ Reason for leaving _____

Unit/Department _____ Years of service _____

Last year of service _____ Reason for leaving _____

Unit/Department _____ Years of service _____

Last year of service _____ Reason for leaving _____

List any certification levels:

Certification _____ State Certification Number _____

Certification _____ State Certification Number _____

Certification _____ State Certification Number _____

Experience driving trucks? Explain _____

Special Skills

List any specialized skills or training that might pertain to Firefighting or Medical work: _____

Physical Condition

Do you consider yourself in good physical condition – capable of taking part in all types of fire and rescue training? _____

Are you color blind? _____ Would you submit to a physical exam? _____

Are you claustrophobic? _____ Do you have a fear of heights? _____

Mark any of the following you have/had and date of last occurrence:

Diabetes _____ Heart trouble _____ High/low blood pressure _____

Hernia _____ Epilepsy _____ Collapsed Lung _____

Asthma _____ Migraines _____ Deafness _____

Criminal Activity

Have you ever been convicted of a Felony? Yes _____ No _____. If yes explain _____

Have you ever been convicted of a Misdemeanor? Yes _____ No _____. If yes explain _____

List all traffic violations:

Offense	Location	Date
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Personal References

Do not list relatives, and no more than one member of the Garrett Fire Department.

Name	Address	City	Phone #
1. _____			
2. _____			
3. _____			

Additional Information

Have you ever applied for the Garrett Fire Department before? _____ Year? _____

What hours are you normally available? _____

Place any additional information here: _____

Note: Willful falsification of any statement on this application or failure to complete the application properly could result in dismissal from the department, and /or termination of this application process.

I hereby authorize the release of any criminal or traffic records found, for the purpose of review with this application to the Garrett Fire Department. If accepted as a member of the Garrett Fire Department I agree to abide by and uphold the By-laws of the organization.

Applicant's Signature _____ Date _____

Signature of Notary Public _____ County _____

Commission expires _____

For Department Use Only

Application Received by: _____ Date: _____

Date presented to investigation committee _____

Date Investigation Finished _____

Date interviewed _____

Investigations recommendation _____

Date interviewed _____

Investigations recommendation _____

Date interviewed _____

Investigations recommendation _____

Date presented to the Department _____

Accepted _____

Rejected _____

Basic firefighter _____ Yes _____ No

First Responder _____ Yes _____ No

Date hired _____

Date rejected _____