

Merrimac Fire Department

Application of Employment

Note: Massachusetts law states that no person who smokes any tobacco product shall be eligible for appointment as a firefighter or police officer.

Applications are considered for all positions without regard to race, gender, color, disability, religion, national origin, national ancestry, sexual orientation, genetics, military background, gender identity, age, or any other protected class under the law.

(Please Print) Date of application _____

Please provide a **“Letter of Interest”** in addition to the application explaining why you should be considered, what expectations you have and what makes you the best candidate.

Position(s) applied for _____

Name _____
Last First Middle

Address _____
Street Address Town State Zip

Telephone (_____) _____ Cell (_____) _____

Email address: _____

- Have you filed an application here before? Yes____ No____ If yes, when?

- Have you ever been employed here before? Yes____ No____ If yes, when?

- On what date are you available to begin?

- Are you available to respond for calls: Days _____ Evenings _____ Weekend _____?
- If otherwise employed, what is your ability to respond to calls while working?

- If you have not already attended Massachusetts Call/Volunteer Firefighting Training Program, are you willing and able to do so if appointed? Yes_____ No_____

A Resume may be attached for pages 2,3 & 4

- What qualifications, licenses, or skills do you possess which should be considered?

- Do you have prior experience/training as a firefighter? If so, list starting with most current experience.

- Do you have CPR certification? Yes_____ No_____
- If yes, provide number and date of expiration_____

- Do you have First Responder Training? Yes_____ No_____

- Do you have First Aid Training? Yes_____ No_____

- Do you have Training as an EMT? Yes_____ No_____

Please write a brief statement explaining why you wish to become a firefighter: _____

- Are you able to attend trainings and meetings up to four nights a month?
Yes_____ No_____

- List the kinds of firefighting equipment you can operate:

- List the kinds of office equipment and computer software you can operate:

- Do you have a valid driver's license? Yes _____ No _____ What class? _____
State _____ Expiration date _____

EDUCATION

Advanced Circle the highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12
College 1 2 3 4 Masters / Doctorate

Did you graduate from high school, possess a high school equivalency certificate (GED) or HSE?
Yes _____ No _____

Name of High School _____
City/Town _____ State _____

College or other training programs after high school, including military schools:

Name of school/ Diploma, degree	Major	Licenses or Certificates
College/Program		

EMPLOYMENT HISTORY

Start with your present or most recent job. Include military service assignments and volunteer activities if related to position(s) for which you are applying. Exclude organization names which indicate race, gender, color, disability, religion, national origin, national ancestry, sexual orientation, genetics, gender identity, age, or any other protected class under the law.

Employer (present or most recent)	Dates employed from:	to:
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Address (street, town, zip)

Job title	Work performed
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Supervisor	Phone#	May contact Y/N
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Employer _____ Dates employed from: _____ to: _____

Address (street, town, zip) _____

Job title _____ Work performed _____

Supervisor _____ Phone# _____ May contact Y/N _____

Employer _____ Dates employed from: _____ to: _____

Address (street, town, zip) _____

Job title _____ Work performed _____

Supervisor _____ Phone# _____ May contact Y/N _____

REFERENCES:

Please list three references (one should be in the field in which you are applying).

Name _____

Position _____

Address (street, town, zip) _____

Telephone: (_____) _____ Day or evening _____

Name _____

Position _____

Address (street, town, zip) _____

Telephone: (_____) _____ Day or evening _____

Name _____

Position _____

Address (street, town, zip) _____

Telephone: (_____) _____ Day or evening _____

General Release

These statements made by me in this application are true and complete to the best of my knowledge and belief. I understand and authorize that the information provided may be certified and that any willful misstatement of material facts herein will cause forfeiture on my part of all rights to any employment in the service of the Town of Merrimac.

I authorize investigation of all statements contained in this application and the release of any pertinent information regarding my education, past employment history, driving history, and background. I authorize the Town of Merrimac to obtain any information from schools, employers or individuals relating to my activities. This information may include, but is not limited to: academics, achievement, performance, attendance, personal history and discipline. Further, I hereby authorize all references, persons, schools, my current employer (if applicable) and previous employers and organizations named in this application, unless otherwise stated, to provide the Town of Merrimac any relevant information that may be required to arrive at an employment decision. I understand that the information released is for the Town of Merrimac use only.

I hereby voluntarily release, discharge and exonerate the Town of Merrimac Massachusetts, its agents and representatives, and any person so furnishing information from any and all liabilities of every nature and kind arising out of the furnishing or inspection of such documents, records and other information or the investigations made by or on behalf of the Town of Merrimac.

I understand that all appointments are at will and that I must demonstrate my ability for continued employment. I also understand that I must be available to work outside normal business hours, as the needs of the department require.

If required for the position I am seeking, I agree to take a physical examination, which may include testing for drugs or a psychological examination, as required, and/ or to a Criminal Offender Record Information Search and recognize that any offer of employment may be contingent upon the results of such an examination or search.

I understand that any employment offer by the Town is conditional upon my ability to establish employment eligibility under the Immigration Reform and Control Act of 1986 within three days of the date of hire.

I represent that I have read and fully understand the foregoing and seek employment under these conditions.

Signature: _____ Date _____

Witness _____ Date _____

CORI CHECK ACKNOWLEDGMENT

I, _____ residing at _____
_____, acknowledge that a Criminal Offender Record Information (CORI) check will be performed as part of the municipality’s hiring process. I further acknowledge that a refusal to allow the CORI check to be performed will cause my application to no longer be considered for employment.

Minimum Required information for a (Cori) to be completed

Name _____

Former Last Names _____

DOB _____ Sex _____

Last Six SSN _____ Race _____

Father’s Last Name _____ First Name _____

Mother’s Last Name _____ First Name _____

Mother Maiden Name _____

Signature

IT IS UNLAWFUL IN MASSACHUSETTS TO REQUIRE OR ADMINISTER A LIE DETECTOR TEST AS A CONDITION OF EMPLOYMENT OR CONTINUED EMPLOYMENT. AN EMPLOYEE WHO VIOLATES THIS LAW SHALL BE SUBJECT TO CRIMINAL PENALTIES AND CIVIL LIABILITY.

Thank you for completing this application and your interest in employment with the

Merrimac Fire Department