

Edinburgh Fire Department
Application for Membership

Applicant Name: _____

Application Date: _____

Edinburgh Fire Department
Equal Opportunity Employer Statement

The Edinburgh Fire Department is an equal opportunity employer and does not discriminate in its hiring practices based on race, sex, religion, creed, national origin, ancestry as defined by law, political affiliation, or based upon age.

Application for Membership
(please print)

Last Name: _____ First Name: _____ MI: _____

SSN: _____ Date of Birth: _____

Address: _____

Street

City

State

Zip

Primary Phone: (_____) _____

Cell Phone: (_____) _____

E-mail address:

* Applicants are required to complete a physical agility evaluation as part of the Edinburgh Fire Dept. hiring process. This evaluation may include heavy lifting, ladder climbing, crawling, stair climbing, and other strenuous activities related to performing the tasks of a firefighter.

Current Certifications

(Please submit current copies of State Fire and EMS certifications)

State EMS certification (PSID) Number: _____ EMT: _____ EMTP: _____

State Fire Certifications: Please check all that apply:

FFI _____ FF II _____ Driver Operator _____ 1st Responder _____ Hazmat Awareness _____

Hazmat Ops _____ Hazmat Tech _____ Technical Rescue Awareness _____

Please list any additional Fire / EMS related certifications or experience:

Edinburgh Fire Department

Description of Firefighter Roles, Responsibilities and Expectations

Firefighters must be able to adapt quickly to rapidly changing conditions. Firefighters are exposed to intense heat, inclement weather, extreme cold and required to perform under high levels of stress. Firefighters perform strenuous physical activities related to firefighting and are expected to maintain a certain level of physical fitness.

Firefighters respond to fires and medical emergencies as a member of a team and are expected to perform and apply their knowledge as a team member to affect a positive outcome for the individuals we provide service to. Firefighters are expected to display competency in basic firefighting skills and emergency medical knowledge.

Firefighters are expected to be an active member in our department and will do so by participating in various opportunities offered by the department such as responding to emergency calls, covering paid standby hours, home response to station to provide apparatus response or station coverage. Firefighters may also participate in training opportunities, directing fire and EMS training, public education, fire prevention and community outreach programs.

During the firefighters' tour of duty, they are expected to comply with the department's rules, regulations and standard operating guidelines. The firefighter will perform duties as requested and directed, at times with minimal supervision and under the direction of their superior officer.

Firefighters are expected to display courtesy and professionalism in their dealings with their peers, subordinates and the general public during their tour of duty and in their off-duty hours.

These roles, responsibilities and expectations are not all inclusive. Rather they provide the candidate a general explanation of the attitudes and skillsets required of an Edinburgh firefighter.

Edinburgh Fire Department

Background Investigation Policy

It is the policy of the Edinburgh Fire Department to recruit the best qualified candidates from all segments of the surrounding communities. In pursuing this goal, a background investigation of each applicant is conducted with respect to factors that may have a bearing upon the applicants' future job performance.

Members of the Edinburgh Fire Department are public servants and must present a positive image of the department to the community. All firefighters must be of high integrity and character. They must exhibit personal habits which make them compatible with other members of the department.

Accordingly, the following items are reviewed during the background investigation:

Content and completeness of the membership application.

Valid driver's license and driving record.

Former employment.

Criminal record and background check.

References.

Personal history and character references.

A negative finding will not result in immediate disqualification of the candidate. Instead the circumstances underlying such matter will be considered as they relate to the applicant's ability to perform the job functions and the expectations set forth for an Edinburgh Firefighter.

The background investigation phase of the hiring process shall be based upon objective findings and any required subjective determination shall be in accordance with the aforementioned policy and conducted in such a manner as not to discriminate on the basis of race, sex, religion, creed, national origin, ancestry, as defined by law, political affiliation, or on the basis of age.

Background Information

Do you have a Valid Indiana Driver's License: Yes _____ No _____

If No, Please explain: _____

Has your license ever been suspended: Yes _____ No _____

If Yes, Please explain: _____

Other than minor traffic violations have you Ever been arrested and or convicted of a crime?

Yes _____ No _____ If Yes, Please explain: _____

Employment History

Present or Past Employment: _____

Supervisor Name: _____ Employed from _____ to _____

Phone No. (_____) _____ Job title: _____

Responsibilities: _____

Present or Past Employment: _____

Supervisor Name: _____ Employed from _____ to _____

Phone No. (_____) _____ Job title: _____

Responsibilities: _____

May we contact your current and / or previous employer? Yes _____ No _____

Have you previously been a member of the Edinburgh Fire Department? Yes ___ No ___

Education

Name of High School: _____ Year attended: _____

Degree or Diploma: _____

College: _____ Year attended: _____

Degree or area of study: _____

Trade, Specialty or Vocational School: _____

Certificate, degree or area of study: _____

References

Please list (3) personal or professional references you have known for the past (3) years.

Name: _____ Phone # - _____

Relationship: _____

Name: _____ Phone# - _____

Relationship: _____

Name: _____ Phone # - _____

Relationship: _____

Residence

Please list any place of residence in the past (5) years if different than current residence.

Name of Community / address: _____ from ____ to ____

Consent to release information

I understand that as part of the Edinburgh Fire Department hiring procedure a routine inquiry will be made which will provide applicable information concerning my character, general reputation, personal characteristics and mode of living. This may include but is not limited to inquiries into my driving record, criminal background check, employment record or medical record.

Unless otherwise stated herein, I give the Edinburgh Fire Department permission and the right to make a thorough investigation of my employment and all other activities. I release from all liability, all persons, companies and corporations supplying such information. I understand that any deliberately false answer or statement made by me on this application or other required documents shall be considered sufficient cause for denial of membership and or termination at any time.

Applicants signature – Date

Witness signature – Date

Release from Liability

This is to certify that I am an applicant and accepted candidate to take a physical agility examination for the position of firefighter with the Edinburgh Fire Department. The test I am about to take is designed to demonstrate my physical capabilities and fitness to carry out the duties at the position of firefighter. I have fully read the description of these tests and understand the tasks that I must perform. I believe that I am physically fit and capable of executing these tests. I can certify that I do not suffer from any medical problem which could be threatening to my health in performance of this test.

I understand that there is a certain amount of danger that exists in connection to me performing these tests and the possibility of suffering from an injury. I understand that at any time before or during these tests I can refuse to perform any or all such activities. With the signing of this statement I hereby ask permission to perform the test.

In the event I am injured during the physical agility test. I understand that I will be expected to personally pay any and all medical or hospital expenses associated with my treatment and recovery. At no time did anyone connected with this testing process or with the local government, suggest that such medical expenses or recovery expenses would be paid by anyone other than myself.

Therefore in consideration of being allowed to take this test as a candidate for membership to the Edinburgh Fire Department, I hereby fully release the Edinburgh Fire Department and all the persons assisting in the testing from all claims for damages due to injuries of every kind and description, be they bodily or property damages, sustained by me during the performance of the physical agility tests conducted by the Edinburgh Fire Department.

I have read this release and understand the content. I voluntarily agree to the terms and conditions of this release set forth above

Applicants Signature:

Witness Signature:

Date:

Date:

Edinburgh Fire Department
Membership Application Check List

All applicants to the Edinburgh Fire Department shall be required to enclose the following information, copies and any related documents with the application. Incomplete applications will not be accepted.

- _____ Copy of Driver's license
- _____ Photo copy of Birth Certificate
- _____ Copy of High School Diploma or GED
- _____ Current Copy of Fire and EMS Certifications
- _____ Copy of DD-214 (If applicable)

Complete Applications should be returned to:

Edinburgh Town Hall
107 S. Holland St.
Edinburgh, In. 46124

Received by: _____ Date: _____