



**GEORGETOWN TOWNSHIP FIRE DEPARTMENT  
SUPPLEMENTAL EMPLOYMENT APPLICATION  
PAID ON CALL FIREFIGHTER**



**PERSONAL**

Name \_\_\_\_\_

Address \_\_\_\_\_ How Long \_\_\_\_\_

Telephone Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

Drivers License Number \_\_\_\_\_

Do you use tobacco products? Y N

Do you consume alcohol? Y N

**EMPLOYMENT**

Normal working hours \_\_\_\_\_ Can you leave work? Y N

Describe any fire service experience.

\_\_\_\_\_  
\_\_\_\_\_

Describe any emergency medical experience:

\_\_\_\_\_

Why do you want to be a firefighter? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have received and read a copy of the job description for firefighter and understand that the duties and responsibilities contained with in the job description are not all inclusive, but the intent is to give me a basic idea of what is expected of me as a condition of employment.

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

Georgetown Township reserves the right to perform back ground criminal history, drug screening and drivers record checks. Results may be used as a factor for employment consideration. Signing this supplemental application indicates consent to such checks.



# Employment Experience

Start with your present or last job. Include military service assignments. Do not omit any employment in the last ten years.

1	Employer	Telephone	Dates Employed From                  To	Work Performed
	Address		Hourly Rate/Salary Starting                  Final	
	Job Title			
	Supervisor			
	Reason for Leaving			
2	Employer	Telephone	Dates Employed From                  To	Work Performed
	Address		Hourly Rate/Salary Starting                  Final	
	Job Title			
	Supervisor			
	Reason for Leaving			
3	Employer	Telephone	Dates Employed From                  To	Work Performed
	Address		Hourly Rate/Salary Starting                  Final	
	Job Title			
	Supervisor			
	Reason for Leaving			
4	Employer	Telephone	Dates Employed From                  To	Work Performed
	Address		Hourly Rate/Salary Starting                  Final	
	Job Title			
	Supervisor			
	Reason for Leaving			

If you need additional space, please continue on a separate sheet of paper.

For any period of unemployment over 30 days, please explain reasons \_\_\_\_\_

Do you have a valid drivers license?     Yes     No

Do you hold a CDL (commercial drivers license)?     Yes     No

How many points do you have on your license? \_\_\_\_\_

## Special Skills and Qualifications

Summarize special skills and qualifications acquired from employment or other experience \_\_\_\_\_

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# Education

	Elementary	High	College/University	Graduate/ Professional
School Name				
Years Completed: (Circle)	4 5 6 7 8	9 10 11 12	1 2 3 4	1 2 3 4
Diploma/Degree				
Describe Course Of Study:				
Describe Specialized Training, Apprenticeship, Skills, and Extra-Curricular Activities				

Honors Received:

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Give name, address and telephone number of three references who are not related to you and are not previous employers.

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State any additional information you feel may be helpful to us in considering your application.

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## Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment and any other information as may be necessary in arriving at an employment decision. I release from liability all persons and entities requesting or supplying information, and waive any right I may have to notice of providing such information. I understand that this application is not and is not intended to be a contract of employment.

I understand that omissions, false or misleading information given in my application, resume, or interview(s) may result in disqualification of my application or discharge, if hired. I understand, also, that I am required to abide by all rules and regulations of the Township and that my employment can be terminated with or without cause and with or without notice at any time, at the option of the Township of myself. I understand that no one except the Township Board has any authority to enter into any agreement to the contrary and any such agreement shall be in writing and signed by the Township supervisor.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

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Georgetown Township will provide reasonable accommodation to applicants and/or employees who are qualified individuals with a disability. If you need accommodation, please notify the supervisor promptly. Failure to request accommodation within 182 days may impair your rights.

The Township reserves the right to assess applicants for physical and mental suitability for the job, after a conditional offer of employment is made. Signing this application indicates consent to such examination including drug and/or alcohol screening.

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# GEORGETOWN TOWNSHIP FIRE DEPARTMENT

**SUBJECT:** Firefighter Job Description

**EFFECTIVE:** April 9, 2009

**PAGES:** Three

**APPROVED BY:** Chief Hamming

## **General definition of work:**

The Firefighter performs responsible service work in fire suppression and prevention; does related work as required. Work is normally performed under the supervision of a department Officer.

## **Basic Summary of Duties:**

Emergency response calls can come in at any time the day or night and must be responded to. Sleep may frequently be interrupted.

Firefighters must be able to get themselves dressed in the appropriate gear/equipment and onto the emergency vehicle quickly and safely when responding to an emergency call, regardless of what they might be doing at the time the emergency call comes in.

Emergency calls may include but are not limited to: brush fires, structure fires, automobile accidents, life threatening medical emergencies, non-life threatening medical calls, utility failures, and false alarms. All must be responded to with the same sense of urgency and professionalism.

Once on an emergency scene, Firefighters are responsible for gathering information from witnesses and other sources. It is critical that the Firefighter thinks quickly and obtains the appropriate information to deal with the unique situation.

Firefighters coordinate their activities and act as a team utilizing the Incident Command System. This includes those Firefighters working directly with the emergency, those directing traffic, and those standing by to relieve other Firefighters.

Firefighting is considered a very dangerous occupation. Firefighters must enter burning buildings, work in inclement weather, operate heavy and complicated equipment, and perform tasks (not normally asked of a regular civilian) which may be in an Immediate Danger to Life and Health (IDLH) atmosphere.

Firefighting is very physically demanding. Firefighters at times carry 80 – 100 pounds of equipment, such as hose, axes, generators, ladders, chainsaws, and fire extinguishers into and around the fire scene to help victims or put out a fire.

Firefighters will be required to climb ladders and stairs with equipment, wear personal protective equipment (PPE) such as turnout gear, respirators, life jackets and harnesses.

Firefighters use hand tools such as axes, sledge hammers, pry bars and pike poles to force entry and break windows or to open doors and roofs. Power tool use may include chainsaws, cutting saws, torches and the jaws-of-life.

Firefighters respond to alarms, drive and operate equipment and related apparatus. Firefighters locate hydrants and other sources of water. They connect hoses and appliances using various tools and considerable strength.

Firefighters operate hand-held hose lines without assistance and get the hose into position by dragging, carrying, pulling or hoisting it into place on the fire scene or within a burning structure, and assist in the suppression of fires; including rescue, ventilation, salvage work, extrication and emergency medical care of victims. They perform cleanup and overhaul work. They carry furniture, clothing, appliances, etc. from buildings to reduce fire and smoke damage.

Firefighters scoop, shovel, sweep and mop excess water and debris caused by the emergency or by fire department efforts. Firefighters pull and tear down walls, floors, and ceilings. They shore up weak or dangerous parts of buildings and vehicles.

Firefighters use systematic search procedures to try to find or rescue trapped victims without getting lost or trapped themselves. They free trapped victims from a variety of situations including car crashes, cave-ins, and other unusual occurrences.

Firefighters may also come into contact with blood, odd smells, unusual sights & sounds, broken bones or victims who have suffered serious traumatic injuries and may die despite their best efforts to rescue them.

Firefighters often have special knowledge, skills or experience from their everyday jobs that may be called upon to help mitigate or abate a situation. This is something they are expected, when appropriate, to share with the department.

Participation in continuing training and instruction programs by individual study of technical material and attendance at scheduled drills and classes is required.

Firefighters conduct station tours for the general public, schools, and other group programs. They attend parades, block parties and visit churches, schools, clubs and other areas within and around our community to promote fire safety. Attendance at the activities is a vital part of our departments continued success in educating our community. Firefighters' participation at these and other similar events is expected by our department to ensure the public always receives a service.

**Knowledge, skills and abilities:**

Firefighters need to have a general knowledge of the street system and physical layout of the Township; general knowledge of emergency care methods and equipment; ability to understand and follow written and oral instructions; ability to establish and maintain cooperative relationships with fellow employees and the public; ability to keep simple records and prepare reports; possess a strong mechanical aptitude; ability to perform heavy manual labor; skill in operation of heavy emergency equipment.

**Education and Experience:**

Any combination of experience and training equivalent to graduation from high school.

**Special Requirements:**

Minimum of 18 years of age. Possession of a valid drivers license.