

POLAND FIRE RESCUE
APPLICATION PACKAGE

Pre-employment

****Please supply copies of:**

- Application
- Resume
- Maine driver's license and second form of identification,
(i.e. birth certificate, social security card, Passport)
- EMT license (if applicable)
- Firefighter certification (if applicable)
- Healthcare Provider CPR card
- Other applicable certifications/licenses
- Immunization Records

References will be checked prior to employment as well as:

- Maine Motor Vehicle
- Background check

Pre-hiring requirements:

- Health Screening
- Physical agility test

Orientation:

A total of 36 hours of orientation time will be completed before a new employee is eligible to be scheduled for shifts.

Probation:

A six month probationary period will begin on the date of hire for all new employees of Poland Fire Rescue. All items below are required before the probationary period ends:

- Pulmonary Function Testing
- Fit testing (masks/S.C.B.A.)
- PPD (TB Test)
- Immunizations must be up to date
- EVOC/AVOC
- Haz-mat Awareness Level

Poland Fire Rescue Department will provide Job Descriptions and employee handbooks. It will be up to the new employee to read and work by our Policies and Procedures by using our Standard Operation Procedure Manual to work with others in an effective efficient manner. Road map books for the Town of Poland will be made available to each employee. The employee is expected to become familiar with main routes, as well as, secondary roads prior to running calls.

It will be the new employee's responsibility to be familiar with and able to work out of all apparatuses. There will be check sheets made available to assist them with this task. Employees will not work on any apparatus until at least two (2) vehicle checks and/or supply checks are documented.

POLAND FIRE RESCUE
APPLICATION FOR EMPLOYMENT

Today's Date: _____

Full-time _____
Part-time _____
Per Diem _____

Position Applied For:

_____ Firefighter
_____ Firefighter-EMT – ___ Basic ___ Intermediate ___ Paramedic
_____ EMT– ___ Basic ___ Intermediate ___ Paramedic
_____ Driver Only
_____ Other _____

Name: _____

Residential Address: _____

Mailing Address: _____

Home Phone: _____ Cell Phone: _____

Driver's License # _____ State _____ Class _____ Restrictions _____

Date of Birth: _____ SSN# _____

Do you have any physical restrictions or medical conditions that may restrict your performance?
YES _____ NO _____

If YES please Explain: _____

Will you be able to attend night and weekend meetings or training? YES _____ NO _____

Do you understand that we are a 24/7/365 operation and that you may be required to work long hours at night and weekends? YES _____ NO _____

Have you been convicted of a misdemeanor within the past 7 years? YES _____ NO _____
If YES please Explain: _____

Have you ever been convicted of a felony? YES _____ NO _____
If YES please Explain: _____

Have you been convicted of DUI or DWI within the past 7 years? YES _____ NO _____

Emergency Notification Information

Emergency Contact Person:

Relationship to Applicant: _____

Address of Contact Person:

Phone Number of Contact Person:

Hospital Preference:

Personal Physician:

Physician Address and Phone Number:

Current Employer: _____

Address:

Do you have your employer's support? YES _____ NO _____

Past related employment or volunteer experience:

References: Two (2) of which are job and one (1) character related. Please include phone numbers.

Due to the nature of the work involved, Poland Fire Rescue performs both a driver's license and background check on all applicants prior to being accepted. By signing this application, you are giving the Chief of the Department permission to request a background check through the Androscoggin County Sherriff's Department, the Maine State Police, and the Maine Department of Motor Vehicles.

Signature of Applicant: _____

Date: _____

(For Internal Use Only)

Date Received: _____

Reviewed by Chief: _____

Background check requested: _____

Received: _____

Date approved by Chief: _____

Signature of Chief: _____