


POSITION DESCRIPTION

 Fire fighter

Canby Fire Department

NATURE AND SCOPE (relationships; knowledges, skills and abilities; problem solving and creativity; and freedom to act.)

RELATIONSHIPS: Must be able to work as a team member under stress caused by emergencies, danger, or criticism and must be able to work fast while concentrating very hard.

KNOWLEDGES, SKILLS AND ABILITIES: Mathematical Development (GED Level 2): Must be able to multiply, divide, use fractions and read graphs. Language Development (GED Level 3): Must be capable of reading fire protection textbooks, write reports with proper grammar and speak correctly in public. Knows English grammar and vocabulary of over 5,000 words; can understand and communicate using nontechnical written or spoken English. A high school diploma or the equivalent is desirable. Post secondary or technical college courses in firefighting is desirable.

PROBLEM SOLVING: Reasoning Development (GED Level 4): Must be able to interpret instructions and use logic to solve concrete problems.

PHYSICAL REQUIREMENTS: **Vision:** normal vision needed with or without correction. Requires both near and far acuity. **Hearing:** Normal hearing needed. To do this work the fire fighter must discriminate among similar sounds in environments with a great deal of background noise. **Lifting Needed:** The fire fighter may be required to lift 100 pounds or more. **Walking and/or mobility Needed:** Must be able to walk or crawl while carrying or lifting. Must be able to ascend and descend stairs or ladders. Must be able to balance and ability to steady oneself and keep from falling. Must be capable of reaching (extend the hands or arms in any direction); handling (grasping, holding, grasping, turning, or otherwise working with the hands); fingering (picking, pinching, or otherwise working with the fingers); and feeling (perceiving attributes of objects such as size, shape, temperature, or texture by means of receptors in skin, particularly those of the fingertips. Must be capable of applying a leg lock with either leg upon a ground ladder to provide a safe anchor when operating hose lines or performing rescue work.

WORK ENVIRONMENT: The fire fighter works both inside where there may be protection from weather conditions and outside where there may be no effective protection from the weather. The fire fighter may work in extreme cold where the temperature is sufficiently low to cause marked bodily discomfort and variations in temperature which accompany extreme cold and are sufficiently marked and abrupt to cause a marked bodily reaction. They also may be required to work in extremes of heat where temperatures are sufficiently high to cause marked bodily discomfort and variations in temperature which accompany extreme heat and are sufficiently marked and abrupt to cause marked bodily reaction. The fire fighter will encounter wet conditions and high humidity where atmospheric conditions have a moisture content sufficiently high to cause marked bodily discomfort. The fire fighter will frequently encounter noise and/or vibration exceeding 80 decibels, constant or intermittent, to cause marked distraction or possible hearing loss. The fire fighter will also encounter a variety of physical hazards such as proximity to moving mechanical parts, electrical shock, working on high places, exposure to burns and radiant energy, and exposure to explosives toxic chemicals and biological agents.

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PERSONAL DATA

Phone _____

Name _____ Soc. Sec. No. _____
Last First Middle Name

Address _____
No. Street City State Zip Code

Previous Address _____
No. Street City State Zip Code

Are you related to any employee of this company? Yes _____ No _____

Names of relatives in our employ _____

Have you ever been convicted of a felony or misdemeanor offense? Yes _____ No _____

If yes, name the felony or misdemeanor and describe the circumstances. _____

EMPLOYMENT INFORMATION

Employers and addresses	Dates	Job Description
_____	_____	_____
_____	_____	_____

Drivers or chauffers license _____

Name	REFERENCES	Address
1. _____	_____	_____
2. _____	_____	_____

** NON-RESIDENTS ONLY

If my application is approved I would reside in the City of Canby. _____ (Yes or no)

(date of application) _____ (signature of applicant)

EDUCATION

Type of School	Name and Address of School	Did you Graduate?	Degree Granted	Major Subj.
High School	_____	_____	_____	_____
College or University	_____	_____	_____	_____
Graduate School	_____	_____	_____	_____
Business School or Institute	_____	_____	_____	_____
Other-Trade, Vocational, Correspondence etc.	_____	_____	_____	_____

Any Current Schooling? _____

ADDITIONAL INFORMATION

Do you have any physical or mental disability which would prevent you from performing the kind of work for which you are applying?

Yes

No

If yes, explain the disability and describe any reasonable accommodation you believe the company might make for you _____

Are you willing to submit to a pre-employment physical examination, which may include drug and alcohol testing? * _____

PERSONAL REFERENCES

Give below the names of two personal references. (These references should be businesspersons, professionals, teachers, or close personal acquaintances, not former employers or relatives.) It is to the applicant's advantage to give personal references which are most accessible.

Name and Occupation	Yrs. Known	Business Address		or Home Address	
		St. Address	Phone	St. Address	Phone
		City State		City State	
		St. Address Phone		St. Address Phone	
		City State		City State	

APPLICANT'S DECLARATION

I UNDERSTAND THAT THIS EMPLOYMENT APPLICATION AND ANY OTHER COMPANY DOCUMENTS, INCLUDING EMPLOYEE HANDBOOKS, ARE NOT INTENDED TO CREATE AND DO NOT CREATE, AN EMPLOYMENT CONTRACT BETWEEN THE COMPANY AND ME. THE COMPANY AND ITS EMPLOYEES HAVE AN EMPLOYMENT RELATIONSHIP WHICH IS KNOWN AS EMPLOYMENT AT WILL. THIS MEANS AN EMPLOYEE IS NOT REQUIRED TO WORK FOR THE COMPANY FOR ANY SET PERIOD OF TIME. AN EMPLOYEE MAY VOLUNTARILY LEAVE UPON PROPER NOTICE. THE COMPANY IS ALSO NOT REQUIRED TO EMPLOY AN EMPLOYEE FOR ANY SET PERIOD OF TIME. AN EMPLOYEE MAY BE TERMINATED BY THE COMPANY AT ANY TIME.

references and from others concerning my credit history. I release the Company from any and all liability by reason of obtaining such information. I further understand, upon my written request, that information as to any credit report shall be provided to me.

If I am employed by the Company, I agree to keep confidential any and all proprietary or otherwise confidential information relating to the Company's business. I agree to comply with the Company's Policy, Ethics and Conduct statements.

I declare that all statements in this application are true and correct, and that false or misleading statements shall be a basis for the company to refuse or terminate my employment. I understand that this application is the property of the Company. I also authorize the company to receive any information concerning me which my previous employers and other persons may have.

I acknowledge the Company's notification to me, as required by the Fair Credit Reporting Act of 1970, that an investigative inquiry may be made about me, including inquiries from the above

DATE _____ SIGNATURE _____

*Any such examination or testing shall comply with applicable federal and or state laws.

FOR OFFICE USE ONLY

Interviewed By	Date	Remarks		
Starting Date	Wage	Review Dates	Grade & Title	Status F.T. <input type="checkbox"/> P.T. <input type="checkbox"/> Seas. <input type="checkbox"/>