# CROOK COUNTY FIRE & RESCUE

Est. 1884

## EMPLOYMENT APPLICATION
## VOLUNTEER FIREFIGHTER

Crook County Fire & Rescue is an equal employment opportunity employer and does not discriminate on the basis of sex, age, race, color, religion, national origin, mental or physical disability, marital status or military service or any other status or activity protected by applicable law. No application will be rejected as a result of a disability that, with reasonable accommodation, does not prevent performance of the essential job duties. **If you require an accommodation to participate in the application process, please contact Jerimiah Kenfield at 541-447-5011.**

**Instructions:** Provide accurate, complete information and your initials or signature where requested. Do not attach a resume or reference one. **Email** your completed application and cover letter to CCF&R, 500 NE Belknap St., Prineville, OR 97754 or jkenfield@ccf-r.com.

**CONFIDENTIAL**

---

| **Last name** | **First name** | **Middle initial** |
|---|---|---|
| | | |
| **Street address** | **Mailing address** | **City/State/Zip Code** |
| | | |
| **Home/cell phone number** | **Alternate phone number** | **E-mail address** |
| | | |

| **Education level** | **School name** | **City and state** | **Last year Completed** | **Did you graduate?** |
|---|---|---|---|---|
| High school | | | ☐ 9 ☐ 10 ☐ 11 ☐ 12 | ☐ Yes ☐ No |
| College/University/Vocational, Technical, or Other Education or Training | | | Credits earned | Degree/Course of Study |

| Special skills |
|---|
| List and summarize any special certifications, skills and qualifications, volunteer activities, military training or experience, or other training or other activities related to the job you are seeking. *For military veterans, please include information on any transferrable skills obtained through military education or experience that relate, directly or indirectly, to the position for which you are applying:* |

**EMPLOYMENT RECORD**

List your most recent jobs first. Include military service as part of your employment record.
**Duplicate as many copies of this page as you need to document your employment history.**

| **Employer** | **Address** |
|---|---|
| | |
| **Telephone number** | **Supervisor's name** |
| | |
| **Job title** | **Dates of employment (month and year)** |
| | |
| **Were you discharged?** ☐ Yes ☐ No<br>**If no, Reason for leaving** | **Essential job duties** |
| | |

| **Employer** | **Address** |
|---|---|
| | |
| **Telephone number** | **Supervisor's name** |
| | |
| **Job title** | **Dates of employment (month and year)** |
| | |
| **Were you discharged?** ☐ Yes ☐ No<br>**If no, Reason for leaving** | **Essential job duties** |
| | |

# CROOK COUNTY FIRE & RESCUE

| Employer | Address |
|---|---|
| | |
| **Telephone number** | **Supervisor's name** |
| | |
| **Job title** | **Dates of employment (month and year)** |
| | |
| **Were you discharged?** ☐ Yes ☐ No<br>**If no, Reason for leaving** | **Essential job duties** |
| | |

| Employer | Address |
|---|---|
| | |
| **Telephone number** | **Supervisor's name** |
| | |
| **Job title** | **Dates of employment (month and year)** |
| | |
| **Were you discharged?** ☐ Yes ☐ No<br>**If no, Reason for leaving** | **Essential job duties** |
| | |

| GENERAL INFORMATION | |
|---|---|
| May we contact your present employer? | ☐ Yes ☐ No |
| Do you have the legal right to work or volunteer in the United States? If hired, you will be required to provide identification to prove eligibility for employment. | ☐ Yes ☐ No |
| Have you been employed or attended school using any other name? If yes, what name/(s) have you previously used? | ☐ Yes ☐ No |
| Do you have any employment restrictions resulting from a non-compete or confidentiality agreement? If yes, please explain. | ☐ Yes ☐ No |

# CROOK COUNTY FIRE & RESCUE

| REQUIRED ATTACHMENTS |
| --- |
| **For your application to be considered complete, you must attach the following:**<br>• **Copy of certificates confirming you meet the mandatory requirements** |

500 NE Belknap Street | Prineville, OR 97754 | *Phone:* 541-447-5011 | *Fax:* 541-447-2705 | crookcountyfireandrescue.com

# CROOK COUNTY FIRE & RESCUE

**PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY BEFORE SIGNING THIS APPLICATION. ONLY THOSE APPLICATIONS THAT ARE SIGNED AND DATED ARE CONSIDERED VALID. IF YOU HAVE ANY QUESTIONS REGARDING THIS STATEMENT, PLEASE ASK THEM BEFORE SIGNING**.

_____ *initial* I certify that all answers and statements I have made on this application (and other supplementary materials provided) are true and complete without omissions. I understand that any falsification, misrepresentation, or omission, as well as any misleading statements or omissions of the application information, attachments, and supporting documents generally will result in the denial of employment or immediate termination, if discovered after hire.

_____ *initial* I authorize Crook County Fire & Rescue to thoroughly investigate my references, work record, education and other matters related to my suitability for employment, and further authorize the references I have listed to disclose to CCF&R any and all letters, reports, and other information related to my work records, without giving me prior notice of such disclosure. I agree to sign an authorization releasing these prior employers and persons of liability for providing such information.

_____ *initial* I authorize Crook County Fire & Rescue to investigate whether I have a criminal record of convictions, and if so, the nature of such convictions and all the surrounding circumstances of the conviction. I understand that I will be required to pass such a criminal history check as a condition of being hired.

_____ *initial* I understand that if I am hired, I will be responsible for complying with all policies and rules of CCFR as they presently exist or are later modified. I also understand that, except as otherwise provided in an applicable collective bargaining agreement, civil service rules, or other written employment agreement signed by the Fire Chief, my employment with CCFR will be terminable at-will for any reason and at any time without notice, at the option of the employer or myself, except as prohibited by applicable law. I understand no representative of CCFR has any authority to change my at-will employment status or to otherwise enter into any employment agreement for any specified period of time, or to assure me of any future position, benefits, or terms and conditions of employment, except as specifically stated in a written agreement signed and dated by the Fire Chief.

_____ *initial* I understand and acknowledge that I may be required to submit to a psychological examination, physical exam, including drug testing as a condition of being hired. Additionally, I hereby authorize the release of the results of such an examination to Crook County Fire & Rescue for their use in evaluation of my suitability for employment. Further, I release the examining facility and Crook County Fire & Rescue from any and all liability, and from any damage that may results from the release of such information.

I have read, understand, and agree to the above statements.

_____ _____

**Date** **Signature**

***NOTE: Completed applications must be received by the personnel office no later than 5:00pm on the closing date***.