



Roxana Fire Department

400 South Central Ave. Roxana, Illinois 62084 (618) 254-8293

Application for Paid on Call Firefighter

The Roxana Fire Department is a small combination Fire Department. We are a dedicated group of firefighters with the common goal of providing the best services possible to the residence of the Village of Roxana and all who pass through it. You must evaluate your commitment to this goal and this organization, as it will be a commitment of sacrifice and dedication.

If you are joining this organization simply to 'hang out' or for something to do then you need to seriously reconsider filling out this application. This is not a hobby or a social club, we are a fire department; firefighting is one of the most dangerous jobs in the world and is not a game. If all you want to do is respond to emergencies or ride on the 'big red truck' then you should reevaluate your decision; as responding to alarms, while the most important, is only a small part of what this Department does. If you are accepted into this brotherhood, you will be expected to: attend trainings and meetings, participate in the annual fish fry and Bingos as well as work details and serve on committees as assigned.

When a request for assistance is paged, you must be committed to responding and completing the task at hand. **We are on call on every hour of the day and every day of the year - no matter what - and you are expected to be there!** But you cannot do this with out being properly trained. In order to work well together we all need to train together and your attendance at these trainings will allow you to get 'up to speed' quickly. If accepted to this department, you will be placed on a one year probationary period, during which time your attendance, participation and progress will be monitored by members and officers of the Department. If you do not meet the standard requirements for this Department after that period then your probation will be extended or you may be asked to resign.

Our wish is for you to join the Roxana Fire Department, but we will demand your dedication to the service of this Village. Our members are proud of this organization and work hard to maintain its image and improve its performance. We will do everything in our power to provide you with the knowledge, tools and equipment to succeed in this organization. All you need is the dedication, commitment and willingness to serve your community.

Sincerely,

Daryl Trask
Fire Chief

Village of Roxana Fire Department

400 South Central Avenue

Roxana, IL 62084

Dear Applicant:

Attached is your application for the position of Probationary Paid on Call Fire Fighter for the Village of Roxana. Please check to assure that you have received the application form, and a waiver/release of liability form and a release of information authorization form.

CANDIDATE'S CHECKLIST

The following five (5) items must be returned to the Roxana Fire Department before your application will be put on file for review.

1. Application Form (Completed in Applicants Handwriting)
2. Signed Waiver/Release of Liability
3. Signed Release of Information Authorization
4. A copy of your High School diploma or GED and any secondary education degree and/or other certifications or licenses that apply
5. A photocopy of your Illinois Driver's License and Current Automobile Insurance Card

A certificate of physical fitness will be completed by a facility determined by the Fire Department, at no cost to the applicant, after the applicant is accepted to the department. Passing of physical is requirement of employment.

Any falsification of information on any portion of the application may automatically disqualify you from becoming a paid on call candidate. It is your responsibility to notify the Village of any change in address and/or phone number.

Roxana Fire Department
Application for Paid on Call Membership

Fire Dept Use Only

Interview Date: _____

Recommendation: _____

Date accepted for Prob. _____

Date Released from Prob. _____

Full Name _____

Address _____ apt # _____ How Long? _____

Phone # _____ Date of Birth ____/____/____

_____ Height _____ Weight _____

DL # _____ Class _____ SS # _____

Auto Insurance Company / Phone # _____

Have you ever been a member of a Fire Department before? _____

Where? _____

List any fire related and/or medical training: _____

Give three references, not related to you, which you have known for at least 3 years,
and their telephone number.

1. _____

2. _____

3. _____

Employers - current and past, for the past three years

Company _____ From _____ To _____

Address _____ Phone _____

Position _____ Reason for Leaving _____

Company _____ From _____ To _____

Address _____ Phone _____

Position _____ Reason for Leaving _____

Company _____ From _____ To _____

Address _____ Phone _____

Position _____ Reason for Leaving _____

Company _____ From _____ To _____

Address _____ Phone _____

Position _____ Reason for Leaving _____

Have you ever been convicted of a felony? _____

a misdemeanor? _____

received a moving traffic violation? _____

Firefighting is physically and mentally demanding work. A firefighter shall...

- After properly trained; perform tasks including, but not limited to,
 - lay, connect and advance hose
 - hold nozzles and direct hose streams
 - raise and climb ladders
 - use bars, hooks, lines, and other equipment weighing as much as, but not limited to 75 pounds
 - perform various rescue operations
 - perform salvage / overhaul operations, such as, placing salvage covers and removing water and debris
 - participate in a variety of public relations activities including: presentations at schools, participation in parades and demonstrations of equipment when required
 - drive and operate various fire apparatus

- Endure strenuous work for substantial periods of time in full turn out gear and self contained breathing apparatus (weighing approximately 75 pounds.)

- Be able work for extended periods of time exposed to the elements day or night throughout the year.

Do you know of any reason you could not perform the essential functions of a firefighter as described above, with or with out reasonable accommodation?

- Yes If yes please explain: _____

- No

I am aware, that if accepted to the Roxana Fire Department, I must abide by the rules and regulations set forth by the Village of Roxana and that a violation of said rules and regulations will be grounds for my dismissal. I acknowledge that the information that I have provided is true and accurate and that any information found to be inaccurate shall be considered sufficient grounds for dismissal. It is my responsibility to notify the Department of any address or phone number change for notification purposes.

Signature and Date

Roxana Fire Department

Release of Information Authorization

I authorize and empower the Village of Roxana, any person, corporation, consumer reporting agency, or other outside service company engaged by said Village for this purpose, now or subsequently, to obtain, prepare, use and furnish information concerning my current and former employment, criminal and/or police record, education, credit, general reputation, health (including medical records), personal characteristics and mode of living, through correspondence or personal interviews with neighbors, friends, associates, or others with whom I am acquainted or who may have knowledge concerning any or the above items.

Upon written request I understand that said Village of Roxana will provide me with information regarding the scope of the investigation if one is made.

Applicant Signature

____/____/____
Date

Witness Signature

____/____/____
Date

Roxana Fire Department

Waiver/Release of Liability

AGREEMENT made this ____ day of _____ 2010, between (Print Name) _____, an applicant for employment as a Fire Fighter, with the Roxana Fire Department of the Village of Roxana, Illinois, (the "Applicant") and the Village of Roxana, Illinois, its Board of Trustees, employees, agents, representatives and assigns (specifically any testing agency employed by the Village or its Board of Trustees)(hereinafter collectively referred to as the "Village"), witness:

Whereas, Applicant has applied to the Village for employment as a Fire Fighter; and,

Whereas, the Applicant has agreed to submit to a variety of examinations including a written examination, physical ability/agility, oral interviews, medical examinations and such other examinations, and to undergo a thorough background investigation, as deemed appropriate by the Village; and,

Whereas, the Village has agreed to administer said exams, on an as needed basis and provided by the rules and regulations of the Village's Board of Trustees, without expense to the Applicant; and

Whereas, both parties hereto, agree that the examination process is conducted for the purpose of obtaining well-qualified individuals to fill the position sought by the Applicant, the parties hereto agree as follows:

Applicant, in consideration of the payment, by the Village, of the fees associated with the conduct of examination to be taken by the Applicant, hereby agrees to waive claims the applicant may now have or may have in the future (specifically including any claim as to personal injury and/or damages) arising from the Applicant's participation in any examination (specifically including a physical ability/agility examination) or background investigation conducted by or for the Village as part of its pre-employment screening process for the position of Fire Fighter. The Applicant further states that this waiver is given voluntarily and with knowledge that the Applicant is waiving any and all liability the Village may incur as to the Applicant resulting from the Applicant's participation in the pre-employment screening process. The Applicant specifically waives the right to written notice required of any former employer pursuant to the Personnel Records Review Act, 820 ILCS, Sec. 40/7(1). The Applicant also acknowledges that the Applicant had the opportunity to discuss the import of this waiver with legal counsel of Applicant's own choosing.

Witness our hands and seals the day and year above written.

Applicant Signature

Fire Chief