

APPRENTICE FIREFIGHTER

Position Title: Apprentice Firefighter
Department: Fire Department
Supervisor's Title: Fire Chief

Pay Grade: Volunteer
FLSA Status: Volunteer
Work Status: Volunteer

OVERVIEW

Responsible for performing general unskilled and semi-skilled labor. Apprentice Firefighter must begin the Firefighter I training course during the first year and successfully complete the course as soon as possible. Apprentice Firefighter will learn to drive vehicles and maintain and operate firefighting and rescue equipment.

ORGANIZATIONAL RELATIONSHIPS

Reports to: Fire Chief

Communicates with:

- *Internally* – As designated by the Fire Chief...
- *Externally* – None.

ESSENTIAL FUNCTIONS

- Respond to pager calls 24 hours a day, 7 days a week in a safe and reasonable manner.
- Carry, lay and roll fire hose.
- Carry and operate portable pump cans.
- Assist with general maintenance of vehicles and equipment.
- Actively participate in Fire Department training.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Ability to safely move/lift/carry 75 to 100 pounds.
- Ability to exert considerable physical effort to perform the position's essential functions.

OTHER DUTIES AND RESPONSIBILITIES

- Must attend Department meetings.
- Begin and complete First Responder training within first two years.
- Performs other related duties and responsibilities as assigned by the supervisor.

MACHINES, TOOLS, AND EQUIPMENT USED

- Various hand and power tools, fans, ladders, pikes, and radios.
- Truck mounted equipment such as pumps, generators, lighting, hoses and nozzles.
- Personal equipment such as turnout gear.

MINIMUM QUALIFICATIONS

- No specific experience required.
- Hold and maintain a valid Minnesota Drivers License.
- Successfully complete medical physical.
- Successfully complete physical agility test.
- Ability to read, write and follow instructions.
- Live (or work) within ten minutes of the fire station.

PREFERRED QUALIFICATIONS.

City of Parkers Prairie

EMPLOYMENT APPLICATION

Please provide a **resume** that gives qualitative and quantitative information regarding qualifications and past experience. You must complete this application fully, even if information is duplicated on a resume or cover letter. Falsified or misleading statements on this application may be grounds for disqualifying you from being further considered for employment with the City of Parkers Prairie.

How did you learn about this position? (Optional)

(Circle one)

Newspaper/Publication: Your Local Paper Parkers Prairie Independent LMC Cities Bulletin

Miscellaneous: Walk-in Posting City's Web Site Other Web Site Other: _____

PERSONAL INFORMATION			
First Name	Last Name	Middle Name	
Current Mailing Address	City	State	Zip Code
Phone Number ()	Are You a Veteran?		

Have you filed an application here before? NO YES If yes, give date(s)

Have you ever been employed here before? NO YES If yes, give date(s)

EMPLOYMENT DESIRED			
Position Title	Date Available		
Available to work:	Daytime	Nighttime	Weekends
(Circle all that apply)			

Request for Accommodation

If you require assistance in the hiring process because of a special need, please contact the Administrator/Clerk-Treasurer or appropriate department supervisor to make a specific request for reasonable accommodation.

*****List the most recent (or current) employer first, then next most recent, and so forth.*****

<i>Employer 1</i>	
WORK EXPERIENCE <i>May we contact this employer?</i> YES NO If no, explain:	
Employer	Phone Number
Address	Supervisor's Name and Title
Position Title	Description of Duties
Length of Employment From: To:	
Hours Worked	
Reason for Leaving	
<i>Employer 2</i>	
WORK EXPERIENCE <i>May we contact this employer?</i> YES NO If no, explain:	
Employer	Phone Number
Address	Supervisor's Name and Title
Position Title	Description of Duties
Length of Employment From: To:	
Hours Worked	
Reason for Leaving	
<i>Employer 3</i>	
WORK EXPERIENCE <i>May we contact this employer?</i> YES NO If no, explain:	
Employer	Phone Number
Address	Supervisor's Name and Title
Position Title	Description of Duties
Length of Employment From: To:	
Hours Worked	
Reason for Leaving	

EDUCATION

Did you graduate from high school or receive a GED? YES NO

Name and Location of School/Program attended:

Name and Location of College, University, or Technical School	Did you graduate?	Degree/Diploma	Program of Study
	YES NO		
	YES NO		
	YES NO		

REFERENCES*Please list four individuals who can be contacted regarding your job-related qualifications. No relatives or supervisors.*

Name	Present Address	Phone Number

Are you 18 years or older? YES NO

Are you legally eligible to work in the United States? YES NO

*(Proof will be required if hired)***ACKNOWLEDGEMENT**

I understand the City of Parkers Prairie has the right to verify information contained in this application. I authorize the City of Parkers Prairie and any agent acting on its behalf to investigate all statements contained in this application for employment and any addendum, including, but not limited to, my educational records such as transcripts, and work records as may be necessary to determine my eligibility for employment. Moreover, I hereby release the City of Parkers Prairie and any agent acting on its behalf from any and all liability by reason of requesting such information from any person or entity.

I certify that answers given herein are true and complete to the best of my knowledge and I understand that, if employed, falsified or misleading statements on this application and addendum or made during an interview, which may be discovered now or anytime in the future, shall be grounds for dismissal. I acknowledge that this document shall not be construed as a contract or offer of employment and understand and agree that, if hired, my employment is for no definite period and may be terminated at any time.

Signature _____ Date _____