

	Yes	Date
Test	<input type="checkbox"/>	_____
1 <sup>st</sup> Interview	<input type="checkbox"/>	_____
Background Check	<input type="checkbox"/>	_____
2 <sup>nd</sup> Interview	<input type="checkbox"/>	_____
Physical Agility	<input type="checkbox"/>	_____
Physical	<input type="checkbox"/>	_____

# BELLEVUE FIRE DEPARTMENT APPLICATION

**Office use Only:**

**Overall Score** \_\_\_\_\_

**Date Hired:** \_\_\_\_\_

Date: \_\_\_\_\_

Federal and State laws prohibit discrimination based on certain characteristics. The Village of Bellevue is an equal opportunity employer. Note: Read and complete all portions of this form in your own handwriting in ink (Please Print). Applications that are incomplete or filled out in pencil may be rejected.

**PERSONAL INFORMATION**

Name: \_\_\_\_\_ (Last) \_\_\_\_\_ (First) \_\_\_\_\_ (MI) Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Are You at Least 18 Years or Older? Yes No

Are you a U.S. Citizen? Yes No If no, do you have the legal right to work in the U.S.? Yes No

Education (Highest grade completed): \_\_\_\_\_

Have you **ever** previously applied with the Bellevue Fire Dept.? Yes No

Were you referred by a Bellevue Firefighter? \_\_\_\_\_ Name \_\_\_\_\_

Please indicate any training/certification that you have obtained:	<input type="checkbox"/> Entry Level <input type="checkbox"/> Cert FF 1 <input type="checkbox"/> Cert FF 2 <input type="checkbox"/> EMT <input type="checkbox"/> 1st Responder <input type="checkbox"/> Paramedic <input type="checkbox"/> Other _____
Describe any specialized training, apprenticeship, skills & extra-curricular activities:	
Describe any honors you may have received:	
State any additional information you feel may be helpful to us in considering your application:	

**MOTOR VEHICLE LICENSES** List **all** driver licenses held in the past 5 years (include multiple licenses)

State	License Number	Expiration Date	Commercial Drivers License?	
			Yes	No

Availability (Please indicate specific times):  Daytime \_\_\_\_\_  Night \_\_\_\_\_

Has any license, permit or privilege **ever** been suspended or revoked? ..... Yes No

Have you **ever** been convicted of reckless driving, careless driving or careless operation of a motor vehicle, or are any charges pending? ..... Yes No

Have you **ever** been convicted for driving under the influence of alcohol, a narcotic drug, marijuana, amphetamines, or derivatives thereof, or are any charges pending? ..... Yes No

Have you **ever** been convicted of a felony or for possession, sale or transfer of a narcotic drug, marijuana, amphetamines, or derivatives thereof, or are any charges pending? ..... Yes No

**If you answered YES to any of the above, please explain on a separate piece of paper.**

**TRAFFIC CONVICTIONS** (If **none**, write none) List **all** traffic convictions and forfeitures for the **past 5 years** (in any motor vehicle, other than parking violations, add another page if necessary)

Date	Location (State)	Violation (If speeding, show rate of speed)	Penalty/Amount of fine

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**EMPLOYMENT HISTORY FOR PAST 3 YEARS (Starting with last one first)**

DATE MONTH AND YEAR	NAME AND ADDRESS OF EMPLOYER	SELF- EMPLOYED?	POSITION	PRESENT WORK HOURS
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

Attach an additional page if necessary to complete 3 year history

**REFERENCES:** GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST THREE YEARS.

NAME	ADDRESS	PHONE	BUSINESS	YEARS ACQUAINTED
1				
2				
3				

**TO BE FILLED OUT BY APPLICANT:**

**AUTHORIZATION AND CERTIFICATION**

Please read and initial each of the following statements. If you have a question regarding any of these statements, ask a Human Resources representative prior to initializing and signing the application. Your initials and signature verify that you have read, understand, and agree to abide by these statements.

**Initial:**

- \_\_\_\_\_ I authorize The Village of Bellevue to conduct a background check (including criminal) prior to making a decision regarding employment. I release The Village of Bellevue from any and all liability as a result of this check.
- \_\_\_\_\_ I authorize the Village of Bellevue employees to investigate my character and general reputation prior to employment by contacting my prior employers, references and any other individuals The Village of Bellevue considers necessary. I release any and all information they may have regarding me and absolve those parties who provide information requested from any and all liability.
- \_\_\_\_\_ I acknowledge that I will be required and agree to submit to a physical examination and testing for alcohol and drug use as part of Employer's evaluation procedures and authorize release of my results to The Village of Bellevue for use of those results in deciding whether I should be offered employment;
- \_\_\_\_\_ I agree that, if any of the information provided in this application and/or supplement document changes, whether before or after employment, I will immediately provide The Village of Bellevue with new and updated information;
- \_\_\_\_\_ I agree that the information provided is truthful to the best of my knowledge and any information deemed false, misleading or incomplete in this application and/or supplemental documents or in connection with The Village of Bellevue's evaluation of me as a candidate for employment is grounds for immediate termination of my employment, regardless of when such information is discovered.
- \_\_\_\_\_ If accepted for employment, I agree that my status as an employee depends upon my successful performance during a probationary period and that I am an "at-will" employee. In addition, I understand that The Village of Bellevue maintains a drug free and violence-free workplace.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

\*Date of Birth: \_\_\_\_\_

\*Social Security No. \_\_\_\_\_

\*Provided for background check

If you need reasonable accommodation anytime during the application process, please notify the Village of Bellevue.

*Bellevue Fire Department is committed to the equality of opportunity for all people. It is the policy of Bellevue Fire Department to provide equal employment opportunities for all individuals on the basis of their skills, abilities and qualifications, without regard to race, color, national origin, religion, political affiliation, sex, age, disability, marital status, arrest or conviction record, sexual orientation, disabled veteran or covered veteran status, membership in the National Guard or any other reserve component of the United States or State military forces, use or nonuse of lawful products off the employer's premises during non-working hours, or any other non-merit factors, except where such factors constitute a bona fide occupational qualification, and except where conviction and/or arrest record substantially relates to the circumstance of positions applied for.*