

**TOWN OF GLASTONBURY
GLASTONBURY VOLUNTEER FIRE DEPARTMENT
2155 MAIN STREET
GLASTONBURY, CT 06033**

APPLICATION

INSTRUCTIONS: PLEASE PRINT CLEARLY. ANSWER ALL SECTIONS.

APPLICATION FOR THE POSITION OF: _____

NAME: _____

ADDRESS: _____ PHONE #: _____

_____ WORK #: _____

MAY WE CONTACT YOU AT YOUR WORK NUMBERS? YES _____ NO _____

SOCIAL SECURITY NUMBER: _____ DATE OF BIRTH: _____

MARITAL STATUS: SINGLE MARRIED DIVORCED (PLEASE CIRCLE)

MOTOR VEHICLE OPERATOR'S LICENSE:

Do you have a valid driver's license? Yes _____ No _____ Class _____

License #: _____ . A Class 2 license or better will be preferred (or ability to pass a DMV test).

MILITARY RECORD AND STATUS:

Branch of Service _____ Dates Served _____ to _____

Type of Duty _____ Special Training Received _____

Do you have any military obligations? Yes _____ No _____ Please provide a copy of your DD 2214, if applicable. _____ Copy attached

Have you ever been convicted for violation of any law other than minor traffic regulations Yes _____ No _____

If YES, explain: _____

MUST HAVE A HIGH SCHOOL DIPLOMA OR EQUIVALENT OR HAVE REACHED THE AGE OF 21.

EDUCATION AND TRAINING:

Name of High School: _____

Address of School: _____

Years completed: _____ Diploma Received: Yes _____ No _____

College or Technical School:

Name: _____

Address: _____

Type of Degree Received: _____ Completed Degree: Yes _____ No _____

College or Technical School:

Name: _____

Address: _____

Type of Degree Received: _____ Completed Degree: Yes _____ No _____

College or Technical School:

Name: _____

Address: _____

Type of Degree Received: _____ Completed Degree: Yes _____ No _____

List any other educational qualifications, special qualifications and skills, licenses or certifications not indicated above:

EMPLOYMENT RECORD: List your last ten years of experience, most recent position **first**:

1) Employer: _____

Address: _____

Immediate Supervisor: _____ Phone Number: _____

Job Title: _____ Dates of Employment: _____ to _____

Description of Duties: _____

Full or Part-time: _____ Reason for leaving: _____

2) Employer: _____

Address: _____

Immediate Supervisor: _____ Phone Number: _____

Job Title: _____ Dates of Employment: _____ to _____

Description of Duties: _____

Full or Part-time: _____ Reason for leaving: _____

3) Employer: _____

Address: _____

Immediate Supervisor: _____ Phone Number: _____

Job Title: _____ Dates of Employment: _____ to _____

Description of Duties: _____

Full or Part-time: _____ Reason for leaving: _____

Have you ever belonged to a Fire/EMS organization? Yes _____ No _____

Department/Agency Name: _____

Address: _____

Phone Number: _____ Full or Part-time: _____

Job Title: _____ Immediate Supervisor: _____

Dates of participation: _____ to _____

Description of duties: _____

Reason for leaving: _____

Are you willing to have your present employer contacted regarding your qualifications and work performance? Yes _____ No _____. If no, please explain _____

REFERENCES: Please provide three (3) persons, other than relatives, who are familiar with your character, job qualifications and work performance to provide information about you (be sure to include complete address and phone numbers of references).

- 1) _____
(Name) (Address) (Phone)
- 2) _____
(Name) (Address) (Phone)
- 3) _____
(Name) (Address) (Phone)

REMARKS: Use this space for any additional information or for continuation of answers to previous questions. Refer to questions by section number.

How did you hear about us? _____

CERTIFICATION:

- a) I certify that there are no misrepresentations, omissions or falsifications in the foregoing statements and answers, and that the entries above made by me are true, complete and correct to the best of my knowledge and belief. I understand the non-compliance with this certification will result in rejection of my application or, if I am already a volunteer, immediate discharge from the Glastonbury Volunteer Fire Department.

- b) In the event that I am recruited by the Glastonbury Volunteer Fire Department, I agree to comply with all of its orders, rules and regulations. The Town of Glastonbury makes no guarantee of employment. Only the Town Council and Town Manager may enter into an employment contract and then, only in a written agreement signed by all parties.

- c) Failure to follow directions and complete all sections of this application is grounds for immediate dismissal from the recruitment process.

(Signature)

(Date)

(Print Name)

AUTHORIZATION FOR RELEASE OF INFORMATION
GLASTONBURY BACKGROUND CHECK

I, _____, do hereby authorize a review of and full disclosure of all records or any part thereof, concerning myself, by and to the Glastonbury Volunteer Fire Department, or Glastonbury Police Department, whether said records are of a public, private or confidential nature.

The intent of this authorization is to give my consent for full and complete disclosure of the records of educational institutions, employment and pre-employment records, including background reports, complaints or grievances filed by or against me, records of complaints, arrest, trial and/or conviction of alleged or actual violations of the law, including criminal and/or traffic records; records of complaints of a civil nature made by or against me, wheresoever located, and to include the records and recollections of attorneys-at-law or of other counsel, whether representing me or another person in any case in which I presently have or have had an interest.

It is the intent of this authorization to provide full and free access to the background and history of my personal life, for the specific purpose of pursuing a background investigation which may provide pertinent data for the Glastonbury Police to consider in determining my suitability for employment with the Town. It is my specific intent to provide access to personal information, however personal or confidential it may appear to be, and the sources of information specifically enumerated above are not intended to deny access to any records not specifically mentioned herein.

I understand that any information obtained by the personal history background investigation which is developed directly or indirectly, in whole or in part, upon this release authorization will be considered in determining my suitability for employment by the Glastonbury Volunteer Fire Department.

A photocopy of this release will be valid as an original hereof, even though the said photocopy does not contain an original writing of my signature.

Signature: _____

Address: _____

DOB: _____

Soc. Sec# _____

Date: _____

Witness: _____

TOWN OF GLASTONBURY
VOLUNTEER FIRE DEPARTMENT

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

The Town of Glastonbury requests that each applicant complete the following questions so that accurate records of the recruitment process may be maintained. Completion of this section is not required for continued participation in the recruitment for a position.

Information provided will be kept separate from the regular application, and will not be reviewed until the entire recruitment is completed.

Your cooperation in completing this form is appreciated and will enable us to evaluate our recruitment process in accordance with Affirmative Action policies. Thank you.

Name _____

Address _____

Sex _____ Age _____

Race _____ (Caucasian, Black, Hispanic, Asian or American Indian)