

To be considered for employment, meet the following conditions:

1. Complete application.
2. Pass a background check.
3. Pass a physical examination (will be paid for by department if necessary) OR obtain a letter that indicates you are able to perform the essential functions of firefighting from your own physician.
4. Be able to attend necessary training and respond to calls for service.

Requirements of Continued Employment

1. Meet training requirements depending on your position within the department.
 - a. Firefighter: minimum of completing FFI as offered by the state of MI within 2 years of hire. Continue on-going education and training at department, county, and state level each year.
 - b. Medical Responder: successful completion of a department-approved course and clinical hours. Maintain enough continuing education to meet state requirements for on-going certification.
 - c. Scene support personnel: completion of first aid/CPR certification, frequent attendance at department trainings, potential driver certification
2. If not able to attend regular department meetings, give your email address to the chief or secretary so that you may receive the meeting and training updates via email.
3. Respond to all calls for service whenever available to do so. If you will be unavailable for service for an extended time (over 1 month), a letter noting leave of absence should be submitted to the chief. Personnel should notify the Fire Chief of planned times when they will be unavailable for service due to personal circumstances such as vacation, business trips, unusual family circumstances, illness, injury, or for any other reason.
4. All persons employed must maintain themselves in a physical condition that is congruent with safe performance of the duties required in their position.

This agreement extends a conditional offer of employment between the Onota Township Volunteer Fire Department, under the authority of the Onota Township Board, and _____. The pre-employment requirements shall be met before an offer of employment will be extended, and the other conditions must be met in order to maintain employment.

This conditional offer of employment shall remain valid and in effect as determined by department from the effective date of this agreement, provided however, this offer shall be immediately withdrawn upon the applicant's failure to meet the above terms and conditions. This agreement is effective upon signing of all parties.

Successful completion of these job related and necessary conditions of employment is required to carry out the essential functions of the above position. I have read and agree to abide by the conditional offer of employment and by these terms.

(Agency Representative) (Date)

(Applicant) (Date)

This department is an equal opportunity employer. All persons are eligible for employment without regard to race, color, creed, sex or national origin. Persons employed will not be subject to discrimination, harassment, or inappropriate treatment with respect to their race, color, creed, sex, national origin or disability as outlined in specific Federal and State, local laws and ordinances.

EMPLOYMENT APPLICATION

Please print legibly.

Name: _____

Position desired: _____
(Firefighter, EMT, etc)

Address: _____

Home # _____ Cell # _____

Driver's License # _____ (+photocopy of license for records)

Emergency contact name _____

Emergency contact phone# _____

Agree to a physical exam? (Yes) (No)

Agree to driving record check? (Yes) (No)

Agree to criminal history check? (Yes) (No)

Can you leave work? (Yes) (No)

I hereby agree that the information provided above is accurate, and agree that the fire department may verify such information including conducting background checks and obtaining a copy of my driving, criminal history and physical examination. I have been advised and am fully aware that a representative of the department will be conducting a thorough investigation of my background to assist in determining my suitability for this employment. I realize that while conducting this background investigation, representatives will be making inquiries of Police and/or Court Records with whom I may have an arrest or conviction record.

I hereby authorize any person or institution in possession of such information about me to release same to the Department. I hereby waive any privileged or right which might otherwise forbid any, court, police agency, person, from disclosing to the department any knowledge or information they have concerning me. I consent that the Chief of the Department or his/her representative be provided with a copy of any such records which they may request concerning me. I agree to the disclosure of such information to the fire department by any agency or person and release any agencies or persons from any liability connected with such disclosures. I recognize the right of the Department, in its sole discretion, to treat all sources and information as confidential, and withhold from me and/or my agent the names of such confidential sources and information obtained therefrom.

I further agree, if employed by the fire department, I will obey all guidelines and procedures of the township, fire department, and all applicable statutes of the state of Michigan. I understand that employment with the fire department is at-will and may be terminated by the township.

I hereby apply for membership and employment with the Onota Township Fire Department.

Signature of Applicant

Date

DEPT USE ONLY

Interviewed by: _____ Application received on: _____ Date reviewed: _____

Background check: PASS / FAIL ***attach printout** performed by: _____ Date _____

Records found: _____ Approved? YES () NO ()

Reasons: _____