

GIRDWOOD FIRE DEPARTMENT

P.O. BOX 915
186 EGLOFF DRIVE
GIRDWOOD, ALASKA 99587

Phone: 907-783-2511
Hours: 0830-1830

Unless listed as optional all information requested below is required. If something does not apply to you please list N/A.

Employment Application

Girdwood Fire and Rescue Incorporated

Personal Information

Last	First	Middle	SSN#	Email		
Street Address	Mailing Address	City	Street	Zip	Home Phone	Mobile Phone
Are you entitled to work in the United States? ☐ Yes ☐ No			Date of Birth	MM-DD-YYYY	Driver's License	State and Number
Have you been convicted of a felony or been incarcerated in connection with a felony in the past 10 years? ☐ Yes ☐ No			If yes, please explain:			

References

Name	Title	Relation	Years Known	Address	Phone Number	Email

Prior Work Experience

	Current or Most Recent		Prior		Prior	
Employer						
Address						
City, Street, ZIP						
Telephone						
Name of Immediate Supervisor						
Dates of Employment	From	To	From	To	From	To
Position/Job Title						
Pay (Optional)						
Reason for Leaving						
May We Contact	☐ Yes ☐ No		☐ Yes ☐ No		☐ Yes ☐ No	

Education

	Name/Location	Graduated	Major or Emphasis
High School			
College/University			
EMS Certifications			Current CPR Card ☐ Yes ☐ No
Fire Certifications			
Rescue Certifications			
Other			

Disclaimer and Applicant Acknowledgement

Disclaimer - By signing, I hereby certify that the above information, to the best of my knowledge, is correct. I understand that falsification of this information may prevent me from being hired or lead to my dismissal if hired. I also provide consent for former employers to be contacted regarding work records.

Signature

Date

GIRDWOOD FIRE DEPARTMENT

P.O. BOX 915

186 EGLOFF DRIVE

GIRDWOOD, ALASKA 99587

Phone: 907-783-2511

Hours: 0830-1830

Unless listed as optional all information requested below is required. If something does not apply to you please list N/A.

Employment Application

Girdwood Fire and Rescue Incorporated

Legal and Driving History

Applicants applying for positions that require driving must complete this section with the application. Girdwood Fire Department and Girdwood Volunteer Fire & Rescue Inc. retains the right to verify information provided in this section.

Have you ever been convicted of a felony?

☐ Yes ☐ No If yes, Explain:

Have you ever been adjudicated or convicted of any offense involving moving violations, DUI/DWI, domestic violence, sexual abuse, or illegal drugs?

☐ Yes ☐ No If yes, Explain:

Do you have any outstanding fines, restitution, community work service, or jail time?

☐ Yes ☐ No If yes, Explain:

Has your drivers' license ever been cancelled, revoked, and/or suspended?

☐ Yes ☐ No If yes, Explain:

Have you ever been convicted (anywhere in the United States OR another country) of DUI/DWI, Reckless Driving, or Refusal to submit to a Chemical Test (breath alcohol test)? If yes, Explain:

☐ Yes ☐ No

How many moving violations have you been convicted of (anywhere in the United States) in the past 5 years? If none list N/A.

Applicant Check List

Required with this application is a **Cover Letter** have you attached a cover letter indicating your desire to become a member with the Girdwood Fire Department?

☐ Yes ☐ No

Required with this application is a **Resume** have you attached a resume?

☐ Yes ☐ No

Proof of a **Driver's License** is required and must be attached to this application. You may make a copy of your license at Station 41 when submitting this application.

Space intentionally left blank.

Appointment Acknowledgement

If you are selected for probationary membership:

Appointment to the position of probationary or Class "P" member will be conditional based upon submission of a current copy of your State of Alaska Department of Motor Vehicle (DMV) driving record, including driving records from previous states if the Alaskan driver's license was issued within one year prior to application. Any processing fee(s) are the responsibility of the selected applicant. If appointed as a member (Class "A" or "P") with Girdwood Volunteer Fire and Rescue Inc. you must maintain your driver's license as a condition of continued employment. Girdwood Volunteer Fire & Rescue Inc. retains the right to verify that the employee's driver's license is valid.

I authorize Girdwood Volunteer Fire & Rescue Inc. to obtain any information relating to the facts that I, the applicant have provided on this form. I certify that the statements contained herein are true to the best of my knowledge. I understand that any incomplete, misleading, false, or incorrect information may result in ejection of my application, disqualification from consideration, may render a membership void and/or can be cause for dismissal upon discovery.

Signature

Date

Disclaimer and Applicant Acknowledgement

Disclaimer - By signing, I hereby certify that the above information, to the best of my knowledge, is correct. I understand that falsification of this information may prevent me from being hired or lead to my dismissal if hired. I also provide consent for former employers to be contacted regarding work records.

Signature

Date

MUNICIPALITY OF ANCHORAGE

DRIVING HISTORY QUESTIONNAIRE

Applicants applying for positions that require driving must complete and submit this form with the Municipal Employment Application. The Municipality retains the right to verify information provided on this form.

1) Have you ever been convicted (anywhere in the United States OR in another country while serving in the military) of DUI/DWI, Reckless Driving, or Refusal to Submit to a Chemical Test (breath alcohol test)?

- ☐ No Go to question 2
☐ Yes Complete the following:

List each conviction and the month and year received (use additional pages, if necessary):

2) Has your driver's license been suspended, revoked, or canceled (anywhere in the United States OR in another country while serving in the military) within the last 3 year?

- ☐ No Go to question 3
☐ Yes Complete the following:

List each suspension, revocation, and cancellation along with the month and year of the action (use additional pages, if necessary):

3) How many moving violations (other than those listed above) have you been convicted of (anywhere in the United States OR in another country while serving in the military) in the past 3 years?

If you are selected for hire:

- Appointment in this position will be conditional based upon submission of a current copy of your State of Alaska Department of Motor Vehicle (DMV) driving record, including driving records from previous states if the Alaskan driver's license was first issued within one year prior to application. Any processing fee(s) are the responsibility of the selected applicant.
- If appointed in this position, you must maintain your driver's license as a condition of continued employment. The MOA retains the right to verify that the employee's driver's license is valid.

I AUTHORIZE the Municipality of Anchorage (MOA) to obtain any information relating to the facts provided on this form.

I CERTIFY THAT THE STATEMENTS CONTAINED HEREIN ARE TRUE TO THE BEST OF MY KNOWLEDGE. I understand that any incomplete, inaccurate, misleading, false or incorrect information may result in rejection of my application, disqualification from consideration, may render an appointment void and/or can be cause for my dismissal upon discovery.

Signature

Date

The following is the minimum standard for consideration for Municipal positions that require driving in order to perform the essential duties of the position. "Consideration" is not a guarantee that the applicant will be forwarded for further review or selected for hire. In determining if an applicant's driving record is "acceptable," the examiner will use the date of conviction(s) and the date of the employment application.

Category	Type of Conviction(s)	Number of Convictions	0 to 3 Years (0 to 36 Months)	4 to 5 Years (37 to 60 Months)	6 to 10 Years (61 to 120 Months)	11 Years & Beyond (121 + Months)
I	DUI/DWI or Refusal to Submit to a Chemical Test	1	Not acceptable	Acceptable	Acceptable	Acceptable
	DUI/DWI, Reckless, or Refusal to Submit to a Chemical Test	2	Not acceptable	Not acceptable	Not acceptable	Acceptable
	DUI/DWI, Reckless, or Refusal to Submit to a Chemical Test	3 or more	Not acceptable	Not acceptable	Not acceptable	Not acceptable
II	Driving with a suspended revoked or cancelled license or a suspended revoked or cancelled license	1	Not acceptable	Acceptable	Acceptable	Acceptable
III	Combination of category I and II	2	Not Acceptable	Not Acceptable	Not Acceptable	Acceptable
	Combination of category I and II	3 or more	Not Acceptable	Not Acceptable	Not Acceptable	Not Acceptable
IV	Other moving violations	3 or more	Not acceptable	Acceptable	Acceptable	Acceptable

The Employee Relations Director retains the right to waive applicant disqualification based on the facts of the situation.