



CIVIL SERVICE COMMISSION

KEIZER RURAL FIRE PROTECTION DISTRICT

661 Chemawa Rd. NE • Keizer, OR 97303 • (503) 390-9111

Date: _____

EMPLOYMENT APPLICATION FOR:

PRINT TITLE OF POSITION OR POSITIONS FOR WHICH YOU ARE APPLYING

INSTRUCTIONS: This application is part of the selection process. Please fill out carefully and completely.

Name _____
First Middle Initial Last

Address _____
Number and Street City State Zip Code

This box was intentionally left blank.

Contact Number(s)

Home: _____

Cell: _____

Email: _____

Professional Licenses and Certificates: _____

This box was intentionally left blank.

EDUCATION AND FORMAL TRAINING

Do you have a high school diploma? Yes – list name of school and location _____

No - list highest grade and date completed _____

Do you have a GED Certificate? Yes - list school and date completed _____

No

	From		To		Fields of Study or Titles of Special Courses	Hours completed Sem/Qtr	Certificates or degrees granted
	Mo.	Yr.	Mo.	Yr.			

Business or Trade Schools	From		To		Subjects	Length of Course	Completed
	Mo.	Yr.	Mo.	Yr.			

EMPLOYMENT HISTORY

- List below your work experience, paid or unpaid, beginning with your present or most recent job.
- Describe each job separately, emphasizing your specific tasks and supervisory, technical or other responsibilities. Give special attention to experience relating to the job for which you are applying. Explain significant breaks in work experience. You must complete this section of the application form.

PRESENT OR LAST POSITION	Employer _____	Address _____	From _____ Month Year
	Your Title _____	Supervisor's Name and Telephone _____	To _____ Month Year
	Duties (be specific) _____ _____		Total Time _____ Years Months
	_____ _____		Hrs./Week _____ If varied, indicate average
	_____ _____		<input type="checkbox"/> Paid <input type="checkbox"/> Unpaid
	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No Reason for leaving _____		
PRESENT OR LAST POSITION	Employer _____	Address _____	From _____ Month Year
	Your Title _____	Supervisor's Name and Telephone _____	To _____ Month Year
	Duties (be specific) _____ _____		Total Time _____ Years Months
	_____ _____		Hrs./Week _____ If varied, indicate average
	_____ _____		<input type="checkbox"/> Paid <input type="checkbox"/> Unpaid
	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No Reason for leaving _____		

Employer _____ Address _____	From _____ Month Year
Your Title _____ Supervisor's Name and Telephone _____	To _____ Month Year
Duties (be specific) _____ _____	Total Time _____ Years Months
_____	Hrs./Week _____ If varied, indicate average
_____	<input type="checkbox"/> Paid <input type="checkbox"/> Unpaid

May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No Reason for Leaving _____	
Employer _____ Address _____	From _____ Month Year
Your Title _____ Supervisor's Name and Telephone _____	To _____ Month Year
Duties (be specific) _____ _____	Total Time _____ Years Months
_____	Hrs./Week _____ If varied, indicate average
_____	<input type="checkbox"/> Paid <input type="checkbox"/> Unpaid

May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No Reason for Leaving _____	
Employer _____ Address _____	From _____ Month Year
Your Title _____ Supervisor's Name and Telephone _____	To _____ Month Year
Duties (be specific) _____ _____	Total Time _____ Years Months
_____	Hrs./Week _____ If varied, indicate average
_____	<input type="checkbox"/> Paid <input type="checkbox"/> Unpaid

May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No Reason for Leaving _____	
Employer _____ Address _____	From _____ Month Year
Your Title _____ Supervisor's Name and Telephone _____	To _____ Month Year
Duties (be specific) _____ _____	Total Time _____ Years Months
_____	Hrs./Week _____ If varied, indicate average
_____	<input type="checkbox"/> Paid <input type="checkbox"/> Unpaid

May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No Reason for Leaving _____	

Employer _____	Address _____	From _____ Month Year To _____ Month Year Total Time _____ Years Months Hrs./Week _____ If varied, indicate average <input type="checkbox"/> Paid <input type="checkbox"/> Unpaid
Your Title _____	Supervisor's Name and Telephone _____	
Duties (be specific) _____		

May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No Reason for Leaving _____		

REFERENCES: Give the names of three persons not related to you, whom you have known at least one year.

Name	Address	Business	Years Acquainted
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

By my signature below, I certify that all answers and statements on this application are true and complete to the best of my knowledge. I understand that should an investigation disclose untruthful or misleading answers, my application may be rejected or my employment with the District terminated. In addition, I authorize previous employers and references to release information as necessary to verify my qualifications for employment.

Further, Keizer Fire District requires an employment physical. Such physical will include a drug screening test. My signature below serves as authorization to the physician to release all information relative to the employment physical and drug testing results. If such results indicate inability to perform the job applied for or drug use, I understand my application may be rejected or my employment with the District terminated.

Signature _____ Date _____

Send Application to:

**Keizer Fire District
 661 Chemawa Rd. NE
 Keizer, OR 97303**

Equal Opportunity Employer

Keizer Fire District is an equal employment opportunity employer and does not discriminate on the basis of sex, age, race, color, religion, national origin, mental or physical disability, marital status or military service or any State of Oregon protected classifications. Keizer Fire District does not discriminate against any applicant or employee in hiring or in the terms, conditions, and privileges of employment based upon genetic information, pregnancy, childbirth, sexual orientation and gender identity, or related medical conditions. Keizer Fire District will make reasonable accommodations for qualified employees with physical or mental disabilities and for employee's religious beliefs that conflict with a workplace rule or function. No application will be rejected as a result of a disability that, with reasonable accommodation, does not prevent performance of the essential job duties.