

Name: _____

Date Application Completed: _____

APPLICATION PACKET



CHESTER FIRE DISTRICT

To be Completed by Chester Fire District

DATE RECEIVED _____	DATE REVIEWED _____	<input type="checkbox"/> NEW HIRE	<input type="checkbox"/> LATERAL MOVE
POSITION _____	DATE APPROVED/NOT _____	BACKGROUND CHECK DATE _____	
COMMISSION BOARD		DRIVING RECORD CHECK DATE _____	
CHAIR _____	VICE-CHAIR _____	TREASURER _____	
SECRETARY _____	AT-LARGE _____	CHIEF _____	

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Dear Applicant,

We appreciate your interest in seeking a position with the Chester Fire District. Enclosed, you will find a comprehensive packet containing pertinent information and an application form related to the forthcoming selection process. We respectfully request that you review this announcement with diligence, paying particular attention to specified dates and the list of required documents.

Physical Agility Assessment & Testing Location
Chester Fire District, 988 McCandless Rd., Chester, SC 29706
Required Arrival Window: Between 7:30 AM and 7:45 AM

Candidates who successfully complete the agility test will be invited to participate in a subsequent written examination. The precise location for the written exam will be disclosed on the day of testing.

Applicants who achieve passing scores in both agility and written assessments will be scheduled for oral interviews; the interview date will be communicated in due course. All applications and accompanying documents must be thoroughly completed, duly signed, and submitted by 5:00 PM on Friday of the deadline week, as designated by the Clerk. If submitting via mail: Your packet must be postmarked on or before the stated deadline and received at the Chester Fire District within five (5) calendar days thereafter. Applications received after the deadline or incomplete submissions will not be considered under any circumstances.

Kindly mail completed applications to:

Chester Fire District
988 McCandless Rd.
Chester, South Carolina 29706
Office: 803-385-2123

Or

Email to: careers@chesterfiredistrictsc.gov only PDF form will be accepted. Please provide all documentation by email.

Should you require further clarification or assistance, please contact: careers@chesterfiredistrictsc.gov ensure that all required documentation is presented at the testing site. Monitor official communications for updates regarding oral interview scheduling and other relevant notifications. Progression to the interview stage is contingent upon successful completion of both the physical agility and written examinations.

We thank you for your attention to these detailed instructions and for your commitment to pursuing a role within the Chester Fire District.

Respectfully,

Board of Commissioners
Chester Fire District

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The board of commissioners over Chester Fire District offers testing for eligible applicants interested in being considered for appointments to the Chester Fire District.

All applicants must be at least 18 years of age as of the date of testing to apply for employment with the Chester Fire District. Exceptions: The age limitation does not apply to any person previously employed as a full-time firefighter in a regularly constituted fire department of any municipality or fire protection district located in South Carolina. Any person who serving or has serviced as a member of the active or reserve components of any of the branches of the Armed Forces of the United States or the National Guard of any state, whose service was characterized as honorable, if separated from the military, and as of the date of testing may apply for employment with the Chester Fire District.

Applicants hereby notify them that while their name will be placed on the final eligibility list, the District and the Board of Commissioners reserve the right to pass over them if they have not attained the age of 18 by the hiring date for that round of hiring. Any applicant passed over in this manner for this reason shall retain his or her place on the list for next round of hiring.

All applicants must possess a high school diploma or equivalent; must possess a valid driver's license; must pass physical and written examinations; and must have good habits and be of moral character. To be considered for appointment, the candidate must pass medical and psychological evaluation, must pass a background investigation and if hired, you will be on 180 days probationary period.

The Chester Fire District reserves the right to reimbursement of any Academy training expenses on a pro-rate basis if the member resigns or is terminated.

Respectfully,

Board of Commissioners
Chester Fire District

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Chester Fire District

156 Columbia St. * 988 McCandless Rd. * Chester, South Carolina 29706

(803) 385-2123 * board@chesterfiredistrictsc.gov

PERSONAL INFORMATION

Full Name _____ Social Security Number _____

Date of Birth _____ Email Address _____

Are you at least 18 years of age or older? Yes No License Number _____

Address _____
(Street) (City) (State) (Zip)

Years at present address? _____ If less than 2 years at present address, list previous address

(Street) (City) (State) (Zip)

H. Phone (_____) _____ C. Phone (_____) _____

Have you ever received a moving violation? Yes No

If so, please explain _____

Have you ever been convicted of a criminal offense? _____

If so, please explain _____

Volunteer/Part-time: Please provide your Automobile Insurance Carrier Documentation.

EDUCATION

GED/HIGH SCHOOL

NAME _____ CITY/STATE _____

VOCATION/TRADE SCHOOL

NAME _____ CITY/STATE _____

NAME _____ CITY/STATE _____

COLLEGE/UNIVERSITY

NAME _____ CITY/STATE _____

NAME _____ CITY/STATE _____

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RELATED EXPERIENCE

Have you ever served on a Fire District/Department? Yes No

If Yes, list District/Department _____

Size of Department _____ Volunteer Combo Paid

List Previous Fire Service Training _____

Do you have a current South Carolina EMS License? Yes No if Yes _____

Do you have a current South Carolina Paramedic License? Yes No if Yes _____

List any other fire service/EMS/rescue related training _____

List any specialized equipment you have experience in operating. Include trucks, heavy equipment, etc.

HEALTH

The position of Firefighter is a physically demanding position including the ability to climb ladders, crawl in confined spaces, and wear safety equipment weighing up to 75-80 lbs. and perform strenuous activities for long periods of time.

Can you perform the essential of the position for which you are applying? Yes No

Do you have any back, heart or respiratory problems that would inhibit you from performing the duties of the position for which you are interviewing for? Yes No

Please list out any health problems

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APPLICANT EEO AFFIRMATIVE ACTION INFORMATION

It is the policy of this organization to provide equal employment opportunity to all qualified applicants for employment without regard to race, color, religion, national origin, sex, age, disability or other legally protected status. Various agencies of the government require employers to invite applicants to identify themselves as indicated below.

COMPLETION OF THIS FORM IS VOLUNTARY AND IN NO WAY AFFECTS THE DECISION REGARDING YOUR APPLICATION FOR EMPLOYMENT. THIS FORM IS CONFIDENTIAL AND WILL BE MAINTAINED SEPARATELY FROM YOUR APPLICATION PACKET.

Also, please check one box for the racial/ethnic category you most closely identify with (see the below definitions)

White (Not of Hispanic Origin) All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.

Black (Not of Hispanic Origin) All persons having origins in any of the original people of Africa or the West Indies.

Hispanic All person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

Asian or Pacific Islander All persons having origins in any of the original people of the far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands (excluding the Philippine Islands.) This includes, for example, China, Japan, Korea, and Samoa.

American Indian or Alaskan Native All person having origins in any of the original peoples of North American, and who maintain cultural identifications through tribal affiliation or community recognition. Please identify your tribal affiliation: _____

Filipino All persons having origins in the Philippine Islands. Other (specify)

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JOB HISTORY

Start with your present or last job. Include any job-related military service assignments and volunteer activities.

Employer	Dates Employed		Work Performed
Address	Start	End	
Telephone Number			
Job Title	Supervisor		
Reason for Leaving			

Employer	Dates Employed		Work Performed
Address	Start	End	
Telephone Number			
Job Title	Supervisor		
Reason for Leaving			

Employer	Dates Employed		Work Performed
Address	Start	End	
Telephone Number			
Job Title	Supervisor		
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Employer	Dates Employed		Work Performed
Address	Start	End	
Telephone Number			
Job Title	Supervisor		
Reason for Leaving			

Employer	Dates Employed		Work Performed
Address	Start	End	
Telephone Number			
Job Title	Supervisor		
Reason for Leaving			

Employer	Dates Employed		Work Performed
Address	Start	End	
Telephone Number			
Job Title	Supervisor		
Reason for Leaving			

What are your current hours? _____

Would you be able to respond from other work? Yes No

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EQUAL OPPORTUNITY INFORMATION

The Chester Fire District complies summary data from its applicants regarding characteristics related to equal employment opportunity. For the purpose of statistical analysis only, we are requesting that you complete and return this form. This is voluntary information, if provided, it will neither enhance nor detract from your opportunity for employment. Return of this form is optional and may be returned separately from the application, if you choose. Thank you.

Position applied for _____

Department _____ CHESTER FIRE DISTRICT _____

Name _____ Sex _____ Female _____ Male

Citizenship _____ Native USA _____ Naturalized _____ Non-USA Citizen

Also, please check one box for the racial/ethnic category you most closely identify with (see the below definitions)

White (Not of Hispanic Origin) All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.

Black (Not of Hispanic Origin) All persons having origins in any of the original people of Africa or the West Indies.

Hispanic All person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

Asian or Pacific Islander All persons having origins in any of the original people of the far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands (excluding the Philippine Islands.) This includes, for example, China, Japan, Korea, and Samoa.

American Indian or Alaskan Native All person having origins in any of the original peoples of North American, and who maintain cultural identifications through tribal affiliation or community recognition. Please identify your tribal affiliation: _____

Filipino All persons having origins in the Philippine Islands. Other (specify)

ARE YOU A VETERAN? Yes No Discharge Date _____

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DRUG USAGE AND HIRING GUIDELINES

The Chester Fire District will use the following guidelines for rejection of fire fighter applicants.

ANY USE OF ILLEGAL DRUGS FALLING UNDER THE FOLLOWING CATEGORIES MAY RESULT IN REJECTION.

1. Any illegal drug use within the last two years.
2. Any illegal use of opiates/narcotics (heroin, morphine, etc.) or abuse of prescribed opiates/narcotics.
3. Any illegal use of amphetamines/methamphetamines.
4. Any illegal use of cocaine, crack cocaine, free-based cocaine/paste and any illegal injection of cocaine.
5. Any use of hallucinogenic drugs (mushrooms, LSD, PCP, etc.)
6. Participating in the manufacture, selling, offering to sell, distribution or transporting for sale any illegal drugs/narcotics, regardless of the time frame.
7. Any illegal use of drugs after submitting an application with any fire fighting agency within the last five years.
8. Any illegal use of drugs while employed by a fire fighting agency regardless of the time frame.
9. Any illegal use of non-prescribed oral or injectable steroids over five sequences/cycles within the last two years.

YOU CANNOT BE A CHESTER FIRE DISTRICT FIREFIGHTER IF.

1. You do not possess or cannot obtain a valid driver's license.
2. You do not meet the age requirements on the date of testing.
3. You are not a U.S. Citizen.
4. You have plead guilty to, been convicted of, or otherwise placed on deferred sentence to the offense of D.U.I. within the past five years of having two or more D.U.I. convictions.
5. You have plead guilty to, been convicted of, or otherwise placed on deferred sentence to any felony charges- Traffic or Criminal.
6. You have possessed or consumed any illegal drug in the past year.
7. You have ever manufactured, sold, offered to sell, distributed, or transported for sale any illegal drugs/narcotics.
8. You have been convicted of a domestic violence related crime.
9. You have been convicted of any crime involving falsity.
10. You Have been dishonorably discharged from the armed services.
11. You are not eligible to be licensed as an EMT/EMS.

YOU ARE NOT LIKELY TO BE HIRED AS A CHESTER FIRE DISTRICT IF.

1. Your traffic history shows a continuing and/or recent pattern of poor decision making.
2. You have a pattern of involvement with illegal drugs.
3. Your work history shows a pattern of unexcused absences, discipline, or discharge.
4. You have been involved in significant misdemeanor activity.

Applicants are also cautioned that government clearances or success in another firefighting agency selection processes are no guarantee of success in our process. This list is not all inclusive and is intended only as a general guideline.

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RELEASE FORM

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In connection with my application for employment with the CHESTER FIRE DISTRICT, I understand and hereby agree that investigative inquiries are to be made on myself which may include, but are not limited to: consumer credit, criminal convictions, motor vehicle history, educational transcripts, and other reports of any nature and type, including information in the public domain, These reports will include information as to my character, work, habits, performance, and experience together with reasons for termination of past employment.

I understand and agree that the CHESTER FIRE DISTRICT may request information from various federal, state, and local agencies that maintain records concerning my past activities related to my driving, credit, criminal, education, and other experiences.

I authorize without reservation all corporations, companies, municipalities, credit agencies, people, educational institutions, law enforcement agencies, and former employers to release information they may have about me and release them from all liability and responsibility for doing so.

This authorization, in original, copy, or facsimile form, shall be valid for this and any future reports that may be requested regarding this application.

I hereby authorize investigations of all statements made by me with no liability arising there from the CHESTER FIRE DISTRICT, or any of its agents, and hereby agree to hold harmless the CHESTER FIRE DISTRICT or any of its agents.

Date

X

Signature

Printed Name

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PHYSICAL FITNESS TEST WAIVER & RELEASE

PHYSICAL FITNESS TEST WAIVER

I hereby acknowledge that I understand that a physical fitness test is required prior to beginning employment with the Chester Fire District, South Carolina.

I further warrant that I am physically fit and able to take said physical fitness test. As such, I hereby agree to waive any and all liability and release and hold harmless the Chester Fire District, its employees (elected or appointed), the Chester Fire District Board of Commissioners, and any and all of their agents from and against any claim or claims arising as a result of my performance of the physical fitness test.

Date

X

Signature

Printed Name

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State Fire Academy

Permission to Add Applicant to Chester Fire District Portal with the State Fire Academy

Applicant Information

Full Name: _____

Date of Birth: _____ Phone Number: _____

Address: _____

City, State, Zip Code: _____

Email: _____

Authorization

I, [Applicant Full Name], hereby authorize Chester Fire District to submit my personal information and add me to the Chester Fire District portal with the State Fire Academy. I understand my information will be used for purposes related to training, certification enrollment, and official record management. I consent to the secure handling and sharing of my details for these purposes.

_____ Date

X

Signature

Printed Name

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CONSENT/SIGNATURE

PLEASE READ EACH STATEMENT CAREFULLY BEFORE SIGNING

I Testify that all information contained within this application is true to the best of my knowledge. I understand that Chester Fire District will verify all information contained within this application and perform the following requirements, Driver's License Record Check and Criminal Background Check. I understand that misrepresentation or omission of facts called for in this application may subject me to disqualification or dismissal. I understand that neither the acceptance of this application by the district nor any statements of the district confer or create any contractual rights of employment.

I Authorize and agree to cooperate in a thorough investigation of all statements made herein and other matters relating to my background and qualifications. I understand that any investigation conducted may include a request for employment and educational history, credit reports, consumer reports, Investigative Consumer Reports, driving record and criminal history. I authorize any person, school, current and former employer, consumer reporting agency, and any other organization or agency to provide information relevant to such investigation and I hereby release all persons and corporations requesting or supplying information pursuant to such investigation from all liability or responsibility to me for doing so. I understand that I have the right to make a written request within a reasonable period for complete disclosure of the nature and scope of any investigation. I further authorize any physician or hospital to release any information which may be necessary to determine my ability to perform the job for which I am being considered or any future job if I am Hired.

I understand that compliance with Chester Fire District Code of Conduct is a condition of my employment.

I understand that I may be required to successfully complete and pass a drug-screening and physical examination. I hereby consent to pre- and post-employment drug screening and physical examination (where applicable) as a condition of my employment, if required.

I understand that this application or subsequent employment does not create a contract of employment nor guarantee employment for any definite period.

I have read, understand, and by my signature consent to these statements.

Date

X

Signature

Printed Name

**Please attach a copy of your driver's license,
High school diploma or GED and verification
Of auto insurance to this application.**

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CHECKLIST OF REQUIREMENT

FOR APPLICANT USE

Chester Fire District

Form	Signed	Returned
Signed, Application, Release Form And General Release Form	_____	_____
Release of Liability (Physical Fitness Test Waiver)	_____	_____

ADDITIONAL DOCUMENTATION.

In order for your application to be considered complete, copies of the following documents are required. Do not send originals. These documents become the property of the Chester Fire District Board of Commissioners.

Copy of Birth Certificate	_____
Copy of Driver's License	_____
Copy of proof of highest education completed	_____
Copy of DD214 (Military long form), If applicable	_____
Application on file prior to applicable deadline	_____

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