



# Rice Fire Department

PO Box 179  
Rice, MN 56367



Thank you for your interest in the Rice Fire Department. The Rice Fire Department provides both fire and rescue services to the City of Rice, and the rural areas of three townships: Graham, Watab, and Langola.

Attached please find an application to join the Rice Fire Department. The Personal Data, Past Residences, and References sections of this application must be filled out completely before it can be considered; ***incomplete applications will be rejected***. Completed applications can be returned to the Rice City Hall.

## Application Requirements

- You must not be under eighteen (18) years of age.
- All candidates must have a High School Diploma or equivalent.
- All Candidates must agree to join the Rice Fire Department Relief Association and abide by the by-laws therein.
- All candidates must live within five (5) minutes of the Fire Hall, traveling under normal driving conditions, as driven by the Fire Chief or an appointed member of the membership committee.
- All candidates must agree to fulfill all training requirements of the Rice Fire Department.
- All candidates must agree to comply with the Rice Fire Department application procedure.
- All candidates must possess a valid Minnesota Driver's License

## Application Procedure

1. Complete the application packet, and return.
2. Upon receipt of the packet we will:
  - a. Review and verify application information
3. Within 30 days we will contact you to schedule:
  - a. An Oral Interview
  - b. Physical Agility Test
4. Acceptance by the City Council pending a successful background check, including: past driving and criminal records and drug test. All personal and training references will be verified.
5. After acceptance as a probational member you will serve a one (1) year probationary period.
6. At the end of the probationary period, final acceptance by the Officers and the Membership Committee of the Fire Department will be held, to verify permanent membership.

If you are not accepted or your application is rejected you must wait one year before reapplying

Thank you again for your interest in the Rice Fire Department, if you have any questions please feel free to stop by the City Hall or call 393-2180.

# Rice Fire Department

PO Box 179

Rice, MN 56367

## Application Form

*Fill Out Completely.*

*Any application not filled out completely will be rejected.*

### Personal Data

Name			
Social Security Number			
Present Address			
Contact Phone		E-Mail Address	
Are you a US Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Height	Weight	Hair Color	Eye Color
Are you over 18 year of age? Yes No			
Do you have a valid Minnesota Drivers License? <input type="checkbox"/> Yes <input type="checkbox"/> No			License Number
Have you ever lived outside the state of Minnesota? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Where?			
Have you had any traffic violations in the last five years: <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, please list all traffic violations and dates, (use a separate sheet if necessary)			
Have you ever been convicted of a Misdemeanor or Felony? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes please explain:			

### Education Record

<b>High School</b>
Address
Degrees or diplomas
<b>College/University</b>
Address
Degrees or diplomas
<b>Trade or technical training</b>
Address
Degrees or diplomas

### Military Service

Have you had any military service? <input type="checkbox"/> Yes <input type="checkbox"/> No	Branch of Service
Dates of service	
Duties/ special training	

# Employment History

*Please begin with most recent employer*

1. Employer		Dates of Employment	
Address			
City	State	Zip Code	
Phone			
Title/duties			
Manager's Name			
Why did you leave?			
2. Employer		Dates of Employment	
Address			
City	State	Zip Code	
Phone			
Title/duties			
Manager's Name			
Why did you leave?			
3. Employer		Dates of Employment	
Address			
City	State	Zip Code	
Phone			
Title/duties			
Manager's Name			
Why did you leave?			

## Past Residences

*Please list your prior residences for the past ten years*

1. Address		Dates:	From	To
City	State	Zip		
2. Address		Dates:	From	To
City	State	Zip		
3. Address		Dates:	From	To
City	State	Zip		

## Related Fire/Ambulance Experience

Have you ever been on a Fire Department or Rescue Squad <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes please list department/squad name:	Dates: From	To
Duties/special training		
Reference	Phone	

## Certifications

Type	Certification #
Training Date	Expires
Instructor	
Type	Certification #
Training Date	Expires
Instructor	

## References

**Please list three references who are familiar with the quality of your work, have worked directly with you, and have known you at least two years.**

1. Reference		
Work Phone	Home Phone	
Address		
City	State	Zip
Relationship		
2. Reference		
Work Phone	Home Phone	
Address		
City	State	Zip
Relationship		
3. Reference		
Work Phone	Home Phone	
Address		
City	State	Zip
Relationship		

**I authorize investigation of all statements contained in this application. Incomplete applications will be rejected.**

Date	Signature
------	-----------

# Acknowledgment of Requirements

I acknowledge and understand that applying to become a member of the Rice Fire Department requires the following commitments:

- Successfully complete the Self-Contained Breathing Apparatus portion of the physical agility test.
- Complete the physical agility testing in the allotted time
- Successfully complete a physical examination.
- Must be able to lift a minimum of 75 lbs.
- Must be clean shaven (No beards or facial hair that would interfere with the self-contained breathing apparatus face seal)
- Must report any change of address
- Must report any traffic violations or criminal convictions

Selected applicants will be subjected to a probationary period with a review after 6 months. The following must be completed or accomplished during the probation period:

- Attend bi-weekly meetings & drills.
- Respond to all emergencies that you possibly can, and report to the officer in charge.
- Attend all functions of the fire department, Unless excused by an officer.
- Attend at least thirty five percent of all calls.
- Before hiring you must have a certificate from a physician stating that you have no physical disabilities that would prevent you from performing the duties of a firefighter.

There will be additional training requirements during or shortly after the probationary period. Firefighters will be required to:

- Complete Emergency Medical Responder training and NFPA 1001 within two years of being hired. One must be completed within the first year
- Must obtain AHA Healthcare Provider CPR certification within the first year of employment.
- Must attend all fire department mandated training.

*It is highly recommended that members attend additional training at Regional and State Fire Schools.*

The following will be grounds for dismissal from the department.

- More than three excused absences from meetings during the one-year probation period.
- Any unexcused absences from meetings during the probation period.
- Not making the required thirty-five percent of all calls during the one-year probationary period.
- Not being clean shaven (No beards or facial hair that would interfere with the self-contained breathing apparatus face seal)
- Making false statements on this application
- Failure to complete Emergency Medical Responder or NFPA 1001 in the first year.
- You are an at will employee, which means the city can terminate or you may resign at any time.
- Must follow any City policies.
- Any breach of confidentiality.

*Firefighting is one of the most dangerous jobs in the nation. Firefighting requires training and demands team effort and respect from each individual Firefighter in the Department. Confidentiality relating to emergency situations is required at all times!*

***I have read these requirements and agree to them.***

Applicant Signature

Date

---