



# CENTRAL PIERCE FIRE & RESCUE EMPLOYMENT APPLICATION



**POSITION APPLYING FOR:** Human Resources Analyst

**INSTRUCTIONS:** Application must be completely filled out. Print or type an answer to every question. If a question does not apply to you, print or type "N/A". If the space provided is not sufficient, use a separate sheet preceding each answer with the question number. **DO NOT OMIT OR INCORRECTLY STATE MATERIAL FACTS.** The statements made on this application are subject to verification. CPFRR agrees to keep all applicant information confidential.

<b>1. NAME</b>			<b>SOCIAL SECURITY NUMBER (last 4 only)</b>
Last	First	Middle	_____
NICKNAMES AND/OR OTHER NAMES USED BY APPLICANT			<b>DRIVERS LICENSE NUMBER</b>
E-mail address: _____			Home Phone: _____ Work Phone: _____ Cell Phone: _____
<b>2. PRESENT MAILING ADDRESS</b>		<b>CITY, STATE, ZIP CODE</b>	<b>HOW LONG?</b>
_____		_____	_____
List Previous Addresses (within last five (5) years)			
_____		_____	_____
_____		_____	_____
_____		_____	_____

<b>3. LIST THREE (3) REFERENCES (other than relatives)</b>	<b>ADDRESS</b>	<b>DAY TIME PHONE</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____

**4. HAVE YOU BEEN CONVICTED OF A FELONY OR MISDEAMEANOR WITHIN THE LAST SEVEN (7) YEARS?**

\_\_\_\_\_ YES \_\_\_\_\_ NO

IF YES, LIST DATE, PLACE AND DETAILS OF EACH INCIDENT. (A conviction record will not necessarily disqualify you from employment).

Date	City and State	Details - Charge and Disposition
_____	_____	_____
_____	_____	_____

**5. DO YOU HAVE TRAFFIC INFRACTIONS (other than parking tickets) ON YOUR DRIVING RECORD WITHIN THE LAST FIVE (5) YEARS?**

\_\_\_ YES \_\_\_ NO If yes, please list details below.

Date                      City and State                      Infraction and Disposition

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**EMPLOYMENT HISTORY**

**6. BEGIN WITH YOUR MOST RECENT JOB. LIST YOUR COMPLETE WORK HISTORY FOR THE PAST FIVE (5) YEARS, INCLUDING PART-TIME, TEMPORARY OR SEASONAL EMPLOYMENT. ALSO INCLUDE ALL PERIODS OF UNEMPLOYMENT, SCHOOLING, OR MILITARY SERVICE. THE COMPLETE ADDRESS AND PHONE NUMBER OF THE EMPLOYER MUST BE PROVIDED. MAY WE CONTACT YOUR PRESENT EMPLOYER? Yes or No**

From: _____	Name of Employer	Address of Employer
To: _____	_____	_____
Job Title	Name of Supervisor	Name of Co-Worker
_____	_____	_____
Phone _____	Description of Duties: _____	
_____	_____	
Salary: _____	Why did you leave? _____	

From: _____	Name of Employer	Address of Employer
To: _____	_____	_____
Job Title	Name of Supervisor	Name of Co-Worker
_____	_____	_____
Phone _____	Description of Duties: _____	
_____	_____	
Salary: _____	Why did you leave? _____	

From: _____	Name of Employer	Address of Employer
To: _____	_____	_____
Job Title	Name of Supervisor	Name of Co-Worker
_____	_____	_____
Phone _____	Description of Duties: _____	
_____	_____	
Salary: _____	Why did you leave? _____	

EDUCATION

7. HIGH SCHOOL GRADUATE OR GED EQUIVALENT? \_\_\_\_\_ YES \_\_\_\_\_ NO

HIGHER EDUCATION: LIST ALL COLLEGES OR UNIVERSITIES ATTENDED. (Please attach copy of transcript)

Name	Location	Dates Attended	Years Completed	Graduated
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MILITARY SERVICE

8. HAVE YOU SERVED IN THE MILITARY SERVICE OF THE UNITED STATES? \_\_\_\_\_ YES \_\_\_\_\_ NO  
IF YES, LIST BRANCH OF SERVICE, DATES, AND JOB-RELATED TRAINING AND/OR EXPERIENCE GAINED.

Branch of Service	Dates	Training/Experience
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ADDITIONAL INFORMATION AND REMARKS

9. ARE THERE ANY INCIDENTS IN YOUR LIFE NOT MENTIONED HEREIN WHICH MAY ADVERSELY REFLECT UPON YOUR SUITABILITY TO PERFORM THE DUTIES WHICH YOU MAY BE CALLED UPON TO PERFORM, OR WHICH MIGHT REQUIRE FURTHER EXPLANATION? IF YES, PLEASE GIVE DETAILS: \_\_\_\_\_

10. HAVE YOU EVER BEEN REJECTED FOR A POSITION WITH ANY OTHER FIRE DEPARTMENT OR LAW ENFORCEMENT AGENCY?

\_\_\_\_\_ YES \_\_\_\_\_ NO

IF YES, PLEASE GIVE DETAILS: \_\_\_\_\_

EMERGENCY CONTACT INFORMATION

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

Are you claiming Veterans Scoring Criteria? \_\_\_\_ Yes \_\_\_\_ No If so, you must attach a copy of your DD214 to this application. Veterans will be accorded a credit as provided by RCW 41.04.010. In order to be eligible, you must be a veteran as defined in RCW 41.04.005, and claim scoring criteria upon discharge from active service.

**DECLARATION:** I certify that there are no mis-representations, omissions or falsifications in the foregoing statements and answers, and that the above entries made by me are true, complete and correct to the best of my knowledge and belief and are made in good faith. I understand that CPFR will be checking social networking sites as part of any background investigation performed.

I further agree and consent in advance to being summarily discharged without cause or hearing if any of the above information contains any mis-representations, falsifications or if any material information has been omitted.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**CENTRAL PIERCE FIRE & RESCUE  
IS AN EQUAL OPPORTUNITY EMPLOYER**

**AFFIRMATIVE ACTION INFORMATION**

*(Optional Completion)*

This information is requested solely that CPFR can track and evaluate our continuing diversity outreach effectiveness and will be treated as confidential and restricted information.

Male: \_\_\_\_\_ Female: \_\_\_\_\_ Under age 40? \_\_\_\_\_

Native American \_\_\_\_\_

Filipino \_\_\_\_\_

African American \_\_\_\_\_

Japanese \_\_\_\_\_

Caucasian \_\_\_\_\_

Chinese \_\_\_\_\_

Hispanic \_\_\_\_\_

Other \_\_\_\_\_

HOW DID YOU LEARN OF POSITION OPENING? \_\_\_\_\_