



Skagit County Fire District #6

Dear Applicant,

Thank you for your interest in becoming a member of the Skagit County Fire District #6 Team. Our goal is to obtain individuals that have a desire to help the community, take pride in performance and enjoy working in a team environment. Fire District #6 takes pride in having the ability to provide individuals with the opportunity to help their fellow neighbors, to continue involvement in, or begin a career in emergency services and the opportunity to learn and grow while enhancing the community. Skagit County Fire District #6 provides almost every aspect of emergency services to its population of approximately 5,700 residents in an area of, but not limited to, 27 square miles. Fire District #6 routinely works with neighboring agencies and entities via automatic and mutual aid agreements as well as contracts for service. Skagit County Fire District #6 partners with Skagit County Fire District #14 and has integrated Administration; Information Technologies and Training.

Fire District #6 has one station which serves as the fire district's Headquarters. The District has three commissioners, whom are elected by the public to ensure District policy and fiscal responsibility. Additionally, the District employs a secretary that is also the District's human resource contact. The operations of the fire district and its' personnel are managed by a Full Time fire chief. We are staffed by a combination of Stipend Firefighters, Resident Firefighters and Volunteer Firefighters, 24 hours a day, 365 days a year. The following outlines the Department's staffing model and requirements for each position;

- Stipend Firefighters-

All stipend members work 24 hour shifts. Each shift worked is chosen by the member with a maximum of four shifts per month allowed. Stipend members must be FFI or have received equivalent FFI training and must be a Washington State EMT.

- Resident Firefighters-

Resident Firefighters live at the fire station and do so "rent free" (Residents receive a small monthly stipend to assist with food and essentials). In return, Resident Firefighters currently work a One-on-four-off 24 hour schedule. Additionally, Residents are required to perform other requirements within their signed Resident Agreement. Residents are paid on a per call basis only. Resident Firefighters shall be FFI or have received equivalent FFI training. Residents must also obtain their Washington State EMT within the first year of hire.

- Volunteer Firefighters-

There are no minimum qualifications required to become a Volunteer Firefighter. Volunteer Firefighters may live inside or outside of the immediate response area of Fire District #6. To ensure minimum training requirements, and to allow the ability to participate in department operations, Volunteers shall offset call requirements with hours spent at the station. The minimum hours per month are 48 with the set standard being two 24 hour shifts per month.

Skagit County Fire District #6 does not offer full time employment opportunities.

Received applications must be completed in full and are then forwarded to the District Secretary for review and will be kept on file for one year. Hiring of Stipend and Resident Firefighters is done based on the immediate and/or expected needs of the department. The hiring of Volunteer Firefighters is generally done twice a year. However, the District will gladly accept applications at any time.

When a position(s) become available, the District Secretary shall begin the District's adopted formal hiring process which is outlined below;

1. Application Review and Applicant notification-

Applications received will be reviewed by the Fire Chief. Applicants meeting the requirements of the available position(s) will be contacted via phone or letter and be invited to participate in the next step of the hiring process.

2. Oral Interview and Physical Agility Assessment-

Invited applicants will participate in Oral Interview. Following the orientation, applicants will participate in a course that is designed to assess an applicant's physical agility. This step will be conducted at the District's Headquarters with the Oral Interview and Physical Assessment being performed on the same date. Failure to complete the Physical Assessment will automatically disqualify the applicant from the immediate hiring process.

The Physical Agility Assessment and Oral Interview will be scored evolutions that will be scored and included in the applicant's overall application score.

3. Chief's Interview-

Following the Oral Board Interviews, each applicant's earned scores will be tallied and the interview panel will select which applicants are to proceed to a formal Chief's Interview. Selected applicants will be notified via phone or letter. Following the Chief's Interview, the Fire Chief will have the final say on offered positions. Selected persons will be notified and offered the position via phone or letter.

Thank you for your interest in joining the Skagit County Fire District #6 team. If you have any questions, feel free to contact the station at (360)757-2891 and speak with any of our members.

EXPERIENCE AND EMPLOYMENT

Beginning with your most current employment, please list all jobs (including part-time, temporary, and voluntary positions) you have held in the past five years. (For the purposes of this personal history statement, voluntary work would be included as employment.) For identification and verification, indicate the nature of the activity, i.e., full-time, part-time, or voluntary. If you have had intervening periods of military service or unemployment, list those periods in sequence in the spaces provided.

Dates of Employment	Name/Address/Phone No. of Employer	Name of Supervisor
From To Mo Yr. Mo Yr. ____/____ ____/____	_____	_____

- ☐ Full-Time
☐ Part-Time
☐ Voluntary

Title or duties (for identification purposes)

Name(s) of co-worker(s)

Reason for leaving

Dates of Employment	Name/Address/Phone No. of Employer	Name of Supervisor
From To Mo Yr. Mo Yr. ____/____ ____/____	_____	_____

- ☐ Full-Time
☐ Part-Time
☐ Voluntary

Title or duties (for identification purposes)

Name(s) of co-worker(s)

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☐ Part-Time
☐ Voluntary

Title or duties (for identification purposes)

Names(s) of co-worker(s)

Reason for leaving

Would any problem result if your present employer was contacted during the course of the background investigation? ☐ Yes ☐ No

If “no”, when should such contact be made?

Have you ever filed a claim(s) for workers’ compensation? ☐ Yes ☐ No

If “yes”, please give details (include when, where, circumstances).

Have you had any extended work absences for reasons other than earned vacations? ☐ Yes ☐ No

Have you ever been fired or asked to resign from any place of employment? ☐ Yes ☐ No

If “yes”, please give details (include when, where, circumstances).

EDUCATION

This position requires a high school diploma or the equivalent. Please indicate your current situation with regard to this requirement by checking one of the appropriate boxes.

- ☐ I possess a college diploma.
☐ I have some college.
☐ I possess a high school diploma.
☐ I possess the G.E.D. (General Educational Development) test.
☐ I possess other equivalent. Explain _____

During the background investigation, persons who have known you in a learning environment may be contacted. A review of your school records will be made. Please fill in the spaces provided below:

Name of School	Location of School (City and State)	Dates Attended		School remarks (Type of degree, etc.)
		From	To	
High School:				
College or University:				
Trade or Vocational School:				
Firefighter I Certification				
EMT Certification earned				
Additional Training or Certificates Earned:				

(Please attach copies of all diplomas, certificates, and/or college transcripts.)

REFERENCES

In the space below please list as references three to five individuals who have knowledge of you and your qualifications. Please exclude relatives, former employers and friends.

NAME	MAILING ADDRESS	TELEPHONE
NAME	MAILING ADDRESS	TELEPHONE
NAME	MAILING ADDRESS	TELEPHONE
NAME	MAILING ADDRESS	TELEPHONE
NAME	MAILING ADDRESS	TELEPHONE

Have you ever been arrested or charged with any violation, excluding traffic and parking tickets? ☐ Yes ☐ No

List all such matters, even if not formally charged, or no court appearance, or found guilty, or matter settled by payment of fine or forfeiture of collateral.

Date	Place & Department	Charge	Final Disposition	Details

MOTOR VEHICLE OPERATION

Operation of a motor vehicle is an integral part of the position of Firefighter. **A Certified copy of your Driver's Abstract must be attached.**

Washington State Driver's License Number	Expiration Date
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Name under which license was granted

Please list other states where you have been licensed to operate a motor vehicle.

State: _____	State: _____	State: _____	State: _____
Name under which	Name under which	Name under which	Name under which
License was granted:	license was granted:	license was granted:	license was granted:

Have you ever been refused a driver's license by any state: ☐ Yes ☐ No

If "yes", please explain (include when, where, why).

SPECIAL QUALIFICATIONS AND SKILLS

List any special licenses you hold (such as E.M.T., First Aid, CPR, IFSAC certs, etc.), showing licensing authority, original date of issue, and date of expiration.

I hereby certify that all statements made in this personal history statement are true and complete, and I understand that any misstatements or omissions of material facts will subject me to disqualification or dismissal.

_____/_____/_____
Print Name Signature in full Date Completed



Skagit County Fire Protection District No. 6
16220 Peterson Road
Burlington, WA 98233
(360) 757-2891 ♦ Fax (360) 757-6537

REFERENCE AND BACKGROUND INFORMATION RELEASE

I, _____, hereby authorize the Washington State Patrol to solicit information regarding my previous employment, educational background and any other similar background information regarding my character, general reputation and credit, and to contact any previous employers and references I have given on my employment application regarding this information.

I authorize all previous employers to furnish the District with any and all such information as described above that they might have regarding my employment and reason for leaving.

I release all parties and persons connected with any such request for information from all claims, liabilities and damages for any reason arising out of the furnishing of such information.

I understand that a copy of this release may be provided to previous employers and references.

If employed, I release the District from any liability for future references the District provides regarding my work history.

Signature

Date

Print Name

Copy to:

Employer/Reference Name

Date

Address

Skagit County Fire Protection District No. 6
Part-time, Resident & Firefighter Application

NOTE TO DEPARTMENT: Please make a copy of releases that are sent to References. Attach original and copies to job application.