



## FAIR GROVE FIRE PROTECTION DISTRICT

340 W. Eagle Ridge Ct.  
FAIR GROVE, MISSOURI 65648  
(417) 759-7908  
[www.fairgrovefire.org](http://www.fairgrovefire.org)

DATE: \_\_\_\_\_

Fair Grove Fire Protection District  
340 W. Eagle Ridge Ct.  
Fair Grove, MO 65648

Dear Sir or Ma'am,

As you requested, please find my completed Application and supporting documentation for your review, then determine if I meet the qualifications you have established to become a Firefighter with the Fair Grove Fire Protection District. To ensure that I submit all required information, I have completed the checklist you provided below. Please note that I have read and I am submitting only the information you requested.

- Completed and Signed Application for Employment
- Completed and Signed Application Letter (***this letter***)
- Copy of Missouri Division of Fire Safety Firefighter I & II certificate
- Copy of Missouri Division of Fire Safety Hazardous Materials Awareness & Operations
- Copy of current First Responder certification or higher
- Copy of current Driver's License
- Professional Resume (if desired by applicant)
- Copy of any other National and/or State Training Certifications for consideration

Thank you for your attention to this application and I look forward to hearing from you.

Sincerely,

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Signature of Applicant



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### **JOB DESCRIPTION: FIREFIGHTER (CAREER)**

The Firefighter is responsible for responding to incidents and performing the appropriate level of care for personal injuries or illnesses and firefighting duties. The Firefighter shall be able to perform these operations under both emergency and non-emergency conditions, within the policies and procedures set by the District. The Firefighter is under the general supervision of the Captain. During emergency incidents the Firefighter is under the general supervision of the Incident Commander.

### **DESCRIPTION OF DUTIES**

The Firefighter shall respond to all alarms as assigned, evaluate patient condition, administer appropriate medical services in accordance with adopted protocols and/or physician direction in proper relationship to, type of the alarm, conditions found, and be able to perform as required on the fire scene to meet the mission of the District. The Firefighter shall perform apparatus and equipment checks, routine maintenance and care of District apparatus and equipment to maintain a state of readiness, adhere to the policies and procedures to complete the mission of the District, and upon request, perform any other duties as prescribed.

### **REQUIRED QUALIFICATIONS**

Candidates for the position of Firefighter must possess a State of Missouri Firefighter I & II certification, possess a current First Responder or higher certification, and possess a current CPR certification. The candidate shall have a valid operator's license with no suspensions, revocations, or any other significant moving violations within the last three (3) years. The candidate shall meet all District application requirements by the application closing date.

The candidate will also be required to have the following requirements:

1. NIMS 100, 200, 700, & 800 – within 90 days of hire date
2. MO EMT – within 2 years of hire date

**SALARY:** Starting \$35,500-\$44,500.

**APPLICATION DEADLINE:** November 8, 2024



# FAIR GROVE FIRE PROTECTION DISTRICT

P.O. Box 103  
Fair Grove, Missouri 65648  
Phone: (417) 759-7908  
Fax: (417) 759-1160  
[www.fairgrovefire.org](http://www.fairgrovefire.org)

## INSTRUCTIONS:

Type or print your answers to all questions listed on the application. The Fair Grove Fire Protection District requires that all individuals interested in employment complete and official application and will accept a professional resume as a supplement to the application form. Applicants must attach copies of all supporting documentation to the official application.

Position Applying For: \_\_\_\_\_

## SECTION 1: Personal Information

Position for which you are applying (one per application):

Date:

☐ Full-Time ☐ Part-Time ☐ Volunteer \_\_\_\_\_

Please tell us, how did you find out about this position?

☐ FGFPD Website ☐ Other Website: \_\_\_\_\_ ☐ FGFPD Employee: \_\_\_\_\_  
☐ Published Ad ☐ Other: \_\_\_\_\_

Please complete (enter all applicable information and check one (1) preferred method of contact):

☐ Home Phone \_\_\_\_\_ ☐ Work Phone \_\_\_\_\_  
☐ Cell Phone \_\_\_\_\_ ☐ E-Mail Address: \_\_\_\_\_

Name (Last, First, Middle)

Street Address

Apt./Suite

Have you ever worked or volunteered for the FGFPD?

☐ Yes ☐ No

City

State

Zip Code

Date From: \_\_\_\_\_

Date To: \_\_\_\_\_

Are you legally authorized to work in the U.S.?

☐ Yes ☐ No

Can you provide evidence of your eligibility to work?

☐ Yes ☐ No

Do you have relatives employed by the Fair Grove Fire Protection District?

☐ Yes ☐ No

If so, list name(s) and relationship(s)?

Do you have a valid Missouri Driver's License?

☐ Yes ☐ No

The Fair Grove Fire Protection District will verify all information, including moving violations.

High School /  
G.E.D.

Do you have a High School Diploma or G.E.D. Certificate?

☐ Yes ☐ No

Prior to an interview, the District may require official copies of college or university transcripts or High School or G.E.D. Certificate or Diploma, or professional certificates.

College or University

Name	Major	Date (From)	Credit Hours
Location	Minor	Date (To)	Degree/Certificate
Name	Major	Date (From)	Credit Hours
Location	Minor	Date (To)	Degree/Certificate
Name	Major	Date (From)	Credit Hours
Location	Minor	Date (To)	Degree/Certificate

List all applicable certificates and/or licenses. \_\_\_\_\_

(You may attach a separate sheet if needed)



## SECTION 2: Employment Record

Beginning with current or most recent dates, provide a comprehensive description of your professional experience.  
If you require additional space, attach an additional sheet to this document.

Current or Most Recent Employer \_\_\_\_\_

Starting Date \_\_\_\_\_ Ending Date \_\_\_\_\_ Total Time Employed \_\_\_\_\_

Address \_\_\_\_\_ City/State \_\_\_\_\_ Phone \_\_\_\_\_

Title \_\_\_\_\_ Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_

Duties \_\_\_\_\_

Reason For Leaving \_\_\_\_\_

Previous Employer \_\_\_\_\_

Starting Date \_\_\_\_\_ Ending Date \_\_\_\_\_ Total Time Employed \_\_\_\_\_

Address \_\_\_\_\_ City/State \_\_\_\_\_ Phone \_\_\_\_\_

Title \_\_\_\_\_ Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_

Duties \_\_\_\_\_

Reason For Leaving \_\_\_\_\_

Previous Employer \_\_\_\_\_

Starting Date \_\_\_\_\_ Ending Date \_\_\_\_\_ Total Time Employed \_\_\_\_\_

Address \_\_\_\_\_ City/State \_\_\_\_\_ Phone \_\_\_\_\_

Title \_\_\_\_\_ Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_

Duties \_\_\_\_\_

Reason For Leaving \_\_\_\_\_

Have you ever been in the military? ☐ Yes (If yes, attach a copy of your DD214) ☐ No

Branch: \_\_\_\_\_ Dates of Service (From and To): \_\_\_\_\_

Type of Discharge Received: \_\_\_\_\_

Have you ever been arrested? ☐ Yes ☐ No

Have you ever been convicted of a felony? ☐ Yes ☐ No

Have you ever been convicted, plead guilty or no contest, or placed on deferred adjudication or probation for any offense other than minor traffic violations? ☐ Yes ☐ No

Please provide details (charges, penalties, where, when and disposition) \_\_\_\_\_

By signing below, I certify, authorize, or acknowledge:

That all of the information provided by me on this application for employment and any attachments or supporting documents I submit are accurate. Recognizing that the Fair Grove Fire Protection District may rely on information I provide to make an employment decision, I hereby certify that all information herein presented is accurate and free from intentional omission, falsification, or misleading information.

I authorize the Fair Grove Fire Protection District to conduct background, personal, criminal, employment history, or any type of investigation it may require to determine my fitness for the position in which I have applied. Additionally, I understand that the District may require a physical, mental, or drug pre-employment screening after the District has made a conditional offer for employment.

All application materials, including transcripts, become property of the Fair Grove Fire Protection District and will not be returned.

\_\_\_\_\_

Signature of Applicant

\_\_\_\_\_

Printed Name of Applicant

\_\_\_\_\_

Date



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### **CURRENT BENEFITS**

**HEALTH INSURANCE:** Available after 90 days  
Department pays 100% of Employee  
Department pays up to \$200 per month on spouse or  
Children

**AFLAC:** Available after 60 days  
Employee pay 100%

**LAGERS:** After 6 months  
L-6  
Employee Contribution 4%

**VACATION:** After 1 year: 40 hours  
After 3 years: 80 hours  
After 6 years: 120 hours  
After 11 years: 160 hours  
CAPS AT 2 YEARS OF YOUR RATE

**PAID HOLIDAYS** All Federal Holidays

**SICK TIME AND LONG TERM SICK LEAVE**

**WORKMEN'S COMPENSATION**  
**ACCIDENT & SICKNESS POLICY**