Brazos County Emergency Service District 3
Fire Department
3708 East 29th Street #206
Bryan, TX 77802
www.brazoscountyesd3.org

Dear Applicant:

Thank you for your interest in becoming a member of the Brazos County Emergency Service District 3 Fire Department. Our success as a community service organization depends on knowledgeable, dedicated, and dependable people who are willing to give time and effort for a common goal. We are pleased to see your interest in joining our Fire Department.

Application Process:

1. Complete and submit an application and a resume. The resume is not a substitution for information required in the application.
    - Incomplete applications will not be reviewed or considered
2. Employment and Reference Checks
3. Interview panel
4. Background investigation, criminal history check, driving record check and drug screening
5. Fire Chief Interview
6. Offer letter

If there are any questions regarding this application process or employment, contact us at: (979) 256-1326 or by email at applications@brazoscountyesd3.org

On behalf of ESD 3, we appreciate your interest in joining our Fire Department!

Brazos County Emergency Service District 3
Fire Department
3708 East 29th Street #206
Bryan, TX 77802
www.brazoscountyesd3.org

APPLICATION INSTRUCTIONS

Read these instructions carefully before proceeding. They are provided to assist you in properly completing your application. It is essential for the information provided to be accurate and truthful. This information will be used during the background investigation and will determine your eligibility for employment. One of the criteria being evaluated is the applicants' ability to follow instructions.

1. Complete the application legibly. Answer all questions to the best of your ability. If a question is not applicable enter "N/A" in the space. Do not leave any information requested blank.
2. Read the directions carefully before making any entries on the application. Be sure your information is correct and in sequence.
3. The applicant is responsible for obtaining current correct addresses and telephone numbers with area codes and zip codes.
4. If there is insufficient space on the form to include all required information, attach extra sheets to the application. Reference the relevant application page number, section, and question number on the attached sheet along with the additional information.
5. Omissions, misrepresentations, or falsifications during the application process or on the application, resume and attached documentation will result in disqualification for employment.
6. Applicants are not required to furnish any information which is prohibited by Federal, State, or local law.

Brazos County Emergency Service District 3
Fire Department
3708 East 29th Street #206
Bryan, TX 77802
www.brazoscountyesd3.org

Application for Employment

Applicant Information

Name:	Last	First	Middle	Name you prefer to be called
Home Address:	Street Address			Apartment/Lot #
	City	State	ZIP	
Sex	Marital Status ☐ Single ☐ Married ☐ Divorced ☐ Widowed		SSN*	
Ethnicity	Race		Second Language (if fluent)	
DOB	Place of Birth	Are you a U.S. Citizen? ☐ Yes ☐ No	If no, are you eligible to work in the us? (Attach documentation)	
Phones:	Cell	Work	Home	

Employment Information

Employer		Occupation	
Supervisor		Supervisor's Phone	
Work Address:	Street Address		Suite/Mail Stop #
	City	State	ZIP

How long with present employer? Years Months	Work Schedule: ☐ Days ☐ Evenings ☐ Nights ☐ Rotating Shifts ☐ Part-Time	Shift Length: ☐ 8 Hour ☐ 10 Hour ☐ 12 Hour ☐ 24 Hour ☐ Other:	May we contact your current employer? ☐ Yes ☐ No, Why?

If less than three (5) years with present employer, list previous employer(s). Most recent first:

Employer Name:	Address:	Phone:	Reason for Leaving:
	Start date:	End date:	
Employer Name:	Address:	Phone:	Reason for Leaving:
	Start date:	End date:	

Driving Information

Driver's License Number	Driver's License State	Driver's License Class	Driver's License Expiration Date

Military Service

Military Service: Branch: From: To:	Type of discharge (Provide copy of DD-214):

*** SOCIAL SECURITY NUMBER DISCLOSURE**
Mandatory disclosure of your social security number (SSN) is required of you in order for The Brazos County Emergency Service District 3 Fire Department to collect and maintain employment, payroll, insurance, and retirement account information about you. Employee and non-employee social security numbers may also be used for internal administrative purposes, security background checks, verification of authorization to work, and verification of employment with other State agencies. The Brazos County Emergency Service District 3 Fire Department reports social security numbers to Federal and State agencies or their contractors as authorized or required by law and for benefits purposes. Further disclosure of your social security number is governed by the Public Information Act (Chapter 552 of the Texas Government Code) and other applicable law.

Criminal History

Have you ever been convicted of a crime? (Except traffic violations)
☐ Yes ☐ No If yes, give the following information.

Offense Charged	City / County	State	Date	Disposition of Case

Are you now, or have you ever been under investigation, indictment, or probation for a felony or misdemeanor?
☐ Yes ☐ No If yes, list below.

Offense Charged	City / County	State	Date	Disposition of Case

Traffic Record

Vehicle Insurance Company	Agent	Phone

Has your driver's license ever been suspended or revoked? ☐ Yes ☐ No If yes, give date, location, and reason:

Offense Charged	City / County	State	Date	Disposition of Case

List all traffic citations you have received in the last three (3) years (excluding parking tickets):

Offense Charged	City / County	State	Date

List any accidents within the last three (3) years; give approximate date and locations:

Location	Date	At Fault
		☐ Yes ☐ No
		☐ Yes ☐ No
		☐ Yes ☐ No

Education

Highest level of Education	Institution Name	Date of Attendance From	Until	Did you graduate
				☐ Yes ☐ No

Firefighting Experience and Training

Are you or have you previously been employed by a fire department? ☐ Yes ☐ No If yes, list departments below:

Department Name	Address	From	Until

Are you certified through SFFMA?	☐ Yes ☐ No	What level?	Date received?
Are you certified through TCFP?	☐ Yes ☐ No	What level?	Date received?
Which Fire Academy Did You Graduate From?		Academy Graduation Date?	

Attach copies of any certificates you have received

EMS Certifications

Please list the Month/Year Received for any of the following EMS certifications you currently hold:

CPR	ECA (EMR)	EMT-B	EMT-P	EMT-LP	EMS Instructor	Other:

CPR Certification Expiration	EMS Certification Expiration	EMS Instructor Certification Expiration

Do you currently work for a paid EMS Agency?	Are you certified through TXDSHS?	Are you certified through National Registry?
☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No

Attach copies of any certificates you have received

References

List three (3) references, other than relatives:

Name	Email Address	Phone	Relationship

Employment Interest

Why do you want to work for the Brazos County Emergency Service District 3 Fire Department?

List of Social Media Accounts

Statement of Veracity

Review your answers carefully and read the statement below before signing.

I hereby certify that there are no willful misrepresentations, omissions, or falsifications in the foregoing statements and answers to questions, nor that I have withheld information. I am aware that the information given by me in this application will be investigated with my full permission, and that any misrepresentation will cause my application for employment to be rejected. If such misrepresentation, omission, or falsification is discovered after being appointed to the Brazos County Emergency Service District 3 Fire Department, this will subject me to dismissal from the department.

I authorize the Brazos County Emergency Service District 3 Fire Department to obtain all records pertaining to this application process and to contact personal references and employers for purposes of the background investigation and employment with the fire department.

Printed Name

Signature	Date

The Brazos County Emergency Service District 3 Fire Department prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program.