

Town of Houlton
Firefighter/EMS

Fulltime Employment Opportunity

The Town of Houlton is seeking a motivated fulltime Firefighter/EMT for our Fire Rescue Service consisting of a combination of 12 full-time firefighter/EMTs.

Must have directly related experience and/or training which provides the required knowledge, skills and abilities to perform the duties of the Career Firefighter/EMT; Firefighter I and II preferred, Nationally Registered and or Maine EMS license, Paramedic preferred, a High School Diploma or GED equivalent, Valid Driver's License, at least (1) one year of experience in fire service preferred, This is a full-time paid position with benefits.

Hours of Work: The flexible work period normally consists of fifty-six hours per week, averaged over a 21-day period. (24 hours on duty – 48 hours off duty)

A background check, including drug testing, is completed on all individuals considered for hire. Submit resumes and Town Applications to the Personnel Director at the Houlton Town Office, 21 Water St. Houlton, Maine 04730 or by email to town.manager@houlton-maine.com position open until filled. The Town of Houlton is an equal opportunity employer.

Application for Employment Questions

- 7) Have you ever been convicted of a crime, or pleaded "guilty" or "no contest" to a crime? Yes No

NOTE: Answering "yes" to this question does not constitute an automatic bar to employment. Factors such as date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account.

If yes, please provide date(s) and details:

- 8) Are you currently employed? Yes No

- 9) Have you ever been disciplined or discharged for harassment, insubordination, threats, violence, willful damage to property, theft, or a violation of policy that resulted in more than a verbal or written warning? Yes No

NOTE: Answering "yes" to this question does not constitute an automatic bar to employment. Factors such as date of the incident, seriousness and nature of the claim, and outcome of the disciplinary process will be taken into account.

If yes, please provide date(s) and details:

- 10) Summarize any special training, job-related skills, military training, internships, apprenticeships, foreign languages, computer proficiency, equipment operation, licenses and/or certifications that may assist you in performing the position for which you are applying:

- 11) To what professional organizations do you belong that are directly related to the necessary skills for the job, or the job itself, for which you have applied? Any offices held?

- 12) List any volunteer work that relates directly to the necessary skills for the job, or the job itself, for which you have applied.



Employment History

Starting with your most recent employer, provide the following information. (Or attach your resumé)

Employer	Telephone # ()	Month	Year	Month	Year
Street Address		Dates Employed / /			
City	State or Country	Job Title			
Immediate supervisor and title (for most recent position held)					
Why did you leave?					
Summarize the type of work performed and job responsibilities.					

Employer	Telephone # ()	Month	Year	Month	Year
Street Address		Dates Employed / /			
City	State or Country	Job Title			
Immediate supervisor and title					
Why did you leave?					
Summarize the type of work performed and job responsibilities.					

Employer	Telephone # ()	Month	Year	Month	Year
Street Address		Dates Employed / /			
City	State or Country	Job Title			
Immediate supervisor and title					
Why did you leave?					
Summarize the type of work performed and job responsibilities.					

Employer	Telephone # ()	Month	Year	Month	Year
Street Address		Dates Employed / /			
City	State or Country	Job Title			
Immediate supervisor and title					
Why did you leave?					
Summarize the type of work performed and job responsibilities.					



Educational Background

Starting with your most recent school attended, provide the following information.

School (include City and State or Country)	Completed	Major/Minor
	<input type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____	
	<input type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____	
	<input type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____	
	<input type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____	

References

List names and telephone numbers of three work references who are *not* related to you. If not applicable, list three school or personal references who are *not* related to you.

Name	Title	Relationship to You	Telephone	E-mail	# of Years Known
			()		
			()		
			()		

Applicant Statement

I hereby certify that all the information I have provided in the above employment application is true, complete, and correct to the best of my knowledge.

I authorize the Town of Houlton to investigate all statements and information provided in my application for employment as may be necessary, and by any and all means authorized or permitted by law.

I understand that any information provided by me in this employment application or interviews that is found to be false, incomplete, or misrepresented in any respect, will be sufficient cause to eliminate me from further consideration for employment, or if employed, may result in my immediate discharge, whenever it is discovered.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Applicant _____

Date _____

