



Bensenville Fire Protection District No.2  
2015 Part Time Application Packet



ALL APPLICATIONS ALONG WITH  
REQUIRED DOCUMENTS  
MUST BE TURNED IN BY THE  
APPLICATION DEADLINE:  
**August 31, 2015**



## **BENSENVILLE FIRE PROTECTION DISTRICT**

500 S. York Road, Bensenville IL 60106  
Non-Emergency (630) 350-3441 Fax (630) 350-3421  
Chief - Michael Spain

The Bensenville Fire Protection District #2 is currently seeking qualified individuals for the position of part-time/ paid on premise Fire Medic, with a start date of October 1st, 2015. Applications are available at Bensenville Station 17 at 500 S York Rd, and at the Bensenville Fire Protection District website [www.bensenvillefod.org](http://www.bensenvillefod.org) Application deadline is August 31, 2015.

### **Candidates must**

- Be between the ages of 18 and 40.
- Have high school diploma or GED.
- Be certified Firefighter II or Basic Operations Firefighter with the Illinois Office of the State Fire Marshall.
- Be IDPH licensed EMT-P with ability to test into Loyola EMS system.
- Have current CPAT and Ladder. (Considered valid within one year of date of hire.)
- Have valid Illinois Driver's License.
- Not have felony or misdemeanor convictions.

### **Job Description**

- Candidates will be responsible for district ambulances.
- Candidates will be responsible for patient care and completing all necessary patient care report forms.
- Candidates will perform interior structural firefighting operations.
- Candidates will perform exterior structural firefighting operations.
- Candidates will be required to attend a five day "boot camp" to become familiar with district vehicles, operations, and Loyola SOPs.
- Work as part of the Districts Pub Education Program
- Candidates will report to the Battalion Chief while on duty.
- Other duties as assigned

### **Benefits**

- Starting pay is \$12.50 per hour with salary increase upon successful completion of one year probationary period.
- Candidates will work 24 hour shifts, which will be filled by a shift bidding system based on seniority.
- Specialty certifications qualify for stipends after completion of probationary period.
- Continuing Education Programs
- 457B Retirement program

No current IAFF members are eligible for this position.



**FIREFIGHTER/PARAMEDIC PART-TIME APPLICATION CHECKLIST**

**AUGUST 31, 2015: APPLICATIONS DUE**

- Completed and signed Firefighter Applicant Personal Data Questionnaire
- Authorization Form (must be notarized)
- Valid Driver's License
- Birth Certificate (or other proof of citizenship)
- High School Diploma



**EDUCATION**

16. **CIRCLE HIGHEST GRADE COMPLETED**

GED CERTIFICATE                      HIGH SCHOOL                      COLLEGE 1 2 3 4  
GRADUATE SCHOOL                      M.A.                      Ph.D.                      OTHER

	<b>Name and Address of School (include City and State)</b>	<b>Date(s) Attended</b>	<b>Graduate ? Yes No</b>
17.	High School _____		
18.	Undergraduate Education _____		
19.	Graduate Education _____		
20.	Trade Schools _____		
21.	What college degrees have you attained? _____ _____ _____		
22.	List course work relevant to position for which you have applied: _____ _____ _____		

**MILITARY**

23. Are you now or have you ever been in the military service? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please provide copy DD-214 or military ID card.
24. Branch of service \_\_\_\_\_
25. Are you now or were you ever an active member of any branch of the U.S. Military Reserve Forces or National Guard Unit? Yes \_\_\_\_\_ No \_\_\_\_\_  
Rank \_\_\_\_\_
26. Unit \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_



**EMPLOYMENT HISTORY**

List all jobs you have had for the last ten (10) years. Include periods of unemployment. Put your present job first. Include military service in proper time sequence along with temporary or part-time jobs.

29. **Present employer's name:** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_  
Number & Street City State Zip

**Job Description** \_\_\_\_\_

Do you object to our contacting them? \_\_\_\_\_

**Employed** \_\_\_\_\_ to Present **Salary** \_\_\_\_\_ **Per** \_\_\_\_\_  
month-year

30. **Employer's name** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_  
Number & Street City State Zip

**Job Description** \_\_\_\_\_

Do you object to our contacting them? \_\_\_\_\_

**Employed** \_\_\_\_\_ to \_\_\_\_\_ **Salary** \_\_\_\_\_ **Per** \_\_\_\_\_  
month-year month-year

31. **Employer's name** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_  
Number & Street City State Zip

**Job Description** \_\_\_\_\_

Do you object to our contacting them? \_\_\_\_\_

**Employed** \_\_\_\_\_ to \_\_\_\_\_ **Salary** \_\_\_\_\_ **Per** \_\_\_\_\_  
month-year month-year

32. **Employer's name** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_  
Number & Street City State Zip

**Job Description** \_\_\_\_\_

Do you object to our contacting them? \_\_\_\_\_

**Employed** \_\_\_\_\_ to \_\_\_\_\_ **Salary** \_\_\_\_\_ **Per** \_\_\_\_\_  
month-year month-year

33. **Employer's name** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_  
Number & Street City State Zip

**Job Description** \_\_\_\_\_

Do you object to our contacting them? \_\_\_\_\_

**Employed** \_\_\_\_\_ to \_\_\_\_\_ **Salary** \_\_\_\_\_ **Per** \_\_\_\_\_  
month-year month-year

34. Have you ever been suspended or terminated, other than from an economic layoff, from any prior employment? Yes \_\_\_\_ No \_\_\_\_ If yes, please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

35. Have you ever resigned from any employment position because of misconduct or unsatisfactory performance or while under investigation? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

36. Have you ever taken a civil service exam? Yes \_\_\_\_\_ No \_\_\_\_\_

Agency \_\_\_\_\_ Date \_\_\_\_\_ Position on List \_\_\_\_\_

Status \_\_\_\_\_

37. Are you currently on any eligibility list(s)? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, indicate position applied for, status on list, and expiration date of each: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

38. Have you ever applied to the Bensenville Fire Protection District? Yes \_\_\_\_ No \_\_\_\_

When: \_\_\_\_\_ What Position: \_\_\_\_\_



**REFERENCES**

Please list three (3) adults not related to you and not former employers, who have known you for more than three (3) years. All persons to whom you refer will be asked to appraise your character, ability, experience, personality, and other qualities.

39. Name \_\_\_\_\_ Address \_\_\_\_\_  
Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_  
Occupation \_\_\_\_\_ Relationship \_\_\_\_\_

40. Name \_\_\_\_\_ Address \_\_\_\_\_  
Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_  
Occupation \_\_\_\_\_ Relationship \_\_\_\_\_

41. Name \_\_\_\_\_ Address \_\_\_\_\_  
Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_  
Occupation \_\_\_\_\_ Relationship \_\_\_\_\_

42. List organizations of which you are a member that relate to the position for which you are applying:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

43. Explain your reasons for wanting to become a firefighter and/or paramedic: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

44. Please review the enclosed job description for the position for which you are applying and state whether you can perform the essential job functions listed therein with or without reasonable accommodation.  
Yes \_\_\_\_\_ No \_\_\_\_\_

45. If accommodation is needed, please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

46. Person(s) to be notified in case of emergency.

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Relationship \_\_\_\_\_

I HEREBY CERTIFY THAT I HAVE READ THE ABOVE QUESTIONS AND STATEMENTS, AND I CERTIFY THAT THERE ARE NO MISREPRESENTATIONS, OMISSIONS OR FALSIFICATIONS IN THIS QUESTIONNAIRE, AND THAT ALL MY ANSWERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I UNDERSTAND THAT MISREPRESENTATIONS, OMISSIONS OR FALSIFICATIONS ON THIS QUESTIONNAIRE OR AT ANY TIME DURING THE HIRING PROCESS MAY RESULT IN MY APPLICATION NO LONGER BEING CONSIDERED OR IN TERMINATION OF MY EMPLOYMENT WITH THE BENSENVILLE FIRE PROTECTION DISTRICT.

Dated at \_\_\_\_\_ Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature in Full \_\_\_\_\_

**WE ARE AN EQUAL OPPORTUNITY EMPLOYER.** This organization is committed to the policy of equal employment opportunity in recruitment, hiring, career advancement, and all other personnel practices. Your job related experience and other qualifications will be considered without discrimination on the grounds of race, color, religion, sex, national origin, age, or physical or mental handicap. All information provided in this application will be treated confidentially and will be used only to help assure the best use of your abilities if you are employed with us.

If reasonable accommodation is needed for the testing process because of a disability, please notify the Board of Fire Commissioners in writing as to the specific accommodation needed.

**Bensenville Fire Protection District  
AUTHORIZATION FORM**

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I, \_\_\_\_\_, hereby authorize the Bensenville Fire Protection District and its agents, employees or representatives to obtain and use all information relating to my previous and current employment, education, military record, criminal conviction history, personal characteristics, credit history, and all other information which may bear favorably or unfavorably upon my application for employment made to the Bensenville Fire Protection District. I also consent to the release to the Bensenville Fire Protection District of any and all medical records prepared during the physical examination I am required to undergo for employment with the Bensenville Fire Protection District. I further release from liability any person or persons providing or receiving any such information in connection with this pre-employment investigation.

I hereby acknowledge and agree that as a condition of employment with the Bensenville Fire Protection District, I must maintain at all times a valid State of Illinois Driver's License of the Class required to operate all vehicles of the Bensenville Fire Protection District. I do further agree that my failure to maintain said drivers license will constitute reason for withdrawal of a conditional offer of hire or just cause for my dismissal from employment with the Village. At time of hire, I must qualify for, obtain and maintain at all times a valid State of Illinois Firefighter II certification by Illinois State Fire Marshal and EMT – P/B by Illinois Department of Public Health. I do further agree that my failure to obtain and maintain the requisite certifications will constitute reason for withdrawal of a conditional offer of hire or just cause for my dismissal from employment with the Bensenville Fire Protection District.

Signature \_\_\_\_\_

SUBSCRIBED and SWORN to  
before me this \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

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