



# Newcastle Fire Department

## Employment Application

Date:

### Personal Information

Name: Last: First: Middle:

Street Address: City: State: Zip:

Home Phone: Business Phone: Cell Phone:

Are you between the ages of 18 & 45? Yes  No  Are you willing to work: Full Time  24 Hour Shifts  Weekends   
Nights  Part-Time

Do you have a valid Oklahoma Drivers License? Yes  No  Drivers License Number:

Has your license ever been suspended or revoked? Yes  No  Date of Re-instatement:

Have you ever been cited for DUI or DWI? Yes  No  Have you ever been convicted of a crime, felony or misdemeanor? Yes  No

Are you a United States Citizen? Yes  No  Are you legally authorized to work in the United States? Yes  No  Social Security Number

Have you ever applied for employment with the Newcastle Fire Department before? Yes  No   
Have you previously been employed by the Newcastle Fire Department? Yes  No   
Do you have any relatives that work for the Newcastle Fire Department? Yes  No   
**The City of Newcastle Personnel Manual section 706, prohibits employment of relatives.**  
When could you start employment?

### Employment History (List below last three employers, beginning with the most recent)

Employer:	Position/Title:	From Mo/Yr:	To Mo/Yr:
Street Address:	City:	State:	Zip:
Duties:	Reason for Leaving:		
Starting Annual Salary:	Final Annual Salary:	Supervisor Name:	
Title of Supervisor:	Contact Number	May we contact your supervisor? Yes <input type="checkbox"/> No <input type="checkbox"/>	

<i>Employer:</i>	<i>Position/Title:</i>	<i>From Mo/Yr:</i>	<i>To Mo/Yr:</i>
<i>Street Address:</i>	<i>City:</i>	<i>State:</i>	<i>Zip:</i>
<i>Duties:</i>	<i>Reason for Leaving:</i>		
<i>Starting Annual Salary:</i>	<i>Final Annual Salary:</i>	<i>Supervisor Name:</i>	
<i>Title of Supervisor:</i>	<i>Contact Number</i>	<i>May we contact your supervisor? Yes <input type="checkbox"/> No <input type="checkbox"/></i>	

<i>Employer:</i>	<i>Position/Title:</i>	<i>From Mo/Yr:</i>	<i>To Mo/Yr:</i>
<i>Street Address:</i>	<i>City:</i>	<i>State:</i>	<i>Zip:</i>
<i>Duties:</i>	<i>Reason for Leaving:</i>		
<i>Starting Annual Salary:</i>	<i>Final Annual Salary:</i>	<i>Supervisor Name:</i>	
<i>Title of Supervisor:</i>	<i>Contact Number</i>	<i>May we contact your supervisor? Yes <input type="checkbox"/> No <input type="checkbox"/></i>	

**Education**

<i>High School or GED</i>	<i>Address</i>	<i>City</i>	<i>State</i>	<i>Degree</i>		
<i>College</i>	<i>Address</i>	<i>City</i>	<i>State</i>	<i>Degree</i>	<i>Major</i>	<i>GPA</i>
<i>College</i>	<i>Address</i>	<i>City</i>	<i>State</i>	<i>Degree</i>	<i>Major</i>	<i>GPA</i>
<i>Graduate School</i>	<i>Address</i>	<i>City</i>	<i>State</i>	<i>Degree</i>	<i>Major</i>	<i>GPA</i>

**Training**

*Please list all Training Courses, Certificates, Licenses that you have as well as completion dates, pertaining to the position you are applying for.*

**References** ( List 3 references other than relatives or former employers that we may contact)

Name:	Address:	City:	State:	Zip:	Phone:
Name:	Address:	City:	State:	Zip:	Phone:
Name:	Address:	City:	State:	Zip:	Phone:

**Please Read The Following Statements Carefully**

*In consideration of my employment, I agree to conform to the policies and procedures of the Newcastle Fire Department. I understand that in accepting this application, the Newcastle Fire Department is in no way obligated to provide me with employment, and that I am not obligated to accept employment, if offered.*

*I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand that any falsified statements on this application or omission of fact on either this application or during the pre-employment process will result in my application being rejected, or, if I am hired, in my employment being terminated.*

*I also understand that any offer of employment is conditioned on the completion of pre-employment tests and documentation.*

Date:	Signature:
-------	------------

**Office Use Only**

**Date Received:** \_\_\_\_\_

**Received by:** \_\_\_\_\_

**EMT-B certification received:** Yes  No

**Fire Chief:** \_\_\_\_\_

**City Manager Approval:** \_\_\_\_\_

**Hire Date:** \_\_\_\_\_