

# Saline Valley Fire Protection District

[www.salinevalleyfire.com](http://www.salinevalleyfire.com)



## Volunteer

Information and Application

AN EQUAL OPPORTUNITY EMPLOYER

## **Applicant,**

Thank you for your interest in volunteering with the Saline Valley Fire Protection District, the District covers 19 square miles in North Central Jefferson County, we have 3 engine houses manned 24/7 with 3 Firefighters on duty at each station. Our current response fleet consists of 1 75' Ladder Truck, 4 Rescue Pumpers, 1 Midi Pumper, 1 Heavy Rescue Squad, 1 Boat and several enclosed trailers encompassing a vast array of fire, technical rescue and community sheltering equipment.

### **How will I be trained and what are the time requirements?**

The initial time requirements while you are in the "recruit" phase, is a minimum of 1 night a week and some Saturday's designated as practical days while you are in our initial training program. This translates into approximately 100 hours and approximately 4 months to complete. The average time is approximately 42 hours per month, volunteers are encouraged to spend as much time as possible, the more you are exposed to the fire service, the more you will learn. All "Recruit" classes are mandatory, one absence and the recruit shall be removed from the program.

### **What are the educational requirements?**

There are no prerequisites to become a volunteer, we provide the training, the equipment, and the resources, and you must provide the dedication a positive attitude and the willingness to learn.

### **What function will I serve as a "volunteer" firefighter?**

After the basic training and successful graduation of the recruit program, you will function as any other firefighter; we pride ourselves on making no distinction between volunteer and career firefighters.

### **What's next?**

We conduct two recruit programs a year; we start interviews and physical agility testing in the spring and fall each year. After a candidate has passed the selection process they will be given a start date.

After successful completion of the recruit program, each volunteer firefighter will be placed on 1 of 8 volunteer shifts. This is a rotating schedule that allows each of the volunteers to work and gain experience with each of the paid shifts that they will be expected to work with. Example: Volunteer is on duty from 1900 to 0700 on Monday, the following week it would be Tuesday and the next week it would be Wednesday and so on.

In addition to assigned shifts, volunteers are expected to attend an additional 100 hours of training a year. This is accomplished by attending our weekly group training night. College courses pertaining to the Fire Service or EMS fields may fulfill these requirements.

### **How do I become a full time Firefighter/EMT with the Saline Valley Fire Protection District?**

We require each full time firefighter to obtain Certifications through the Missouri Division of Fire Safety in the following areas – Hazardous Materials Awareness & Operations and Firefighter I and II. Each full time firefighter must all obtain and maintain a Missouri Emergency Medical License. Full time firefighters must obtain all of these certifications PRIOR to being eligible for employment.

### **What happens with my Application?**

Each application is held until such time as we are developing a list of personnel to put through our program. Once selected you will be notified of the interview time and day, each applicant will be interviewed by a panel of firefighters and officers. Upon successful completion of the initial interview, a physical agility test shall be scheduled. Each applicant shall receive one chance to pass the physical agility test, if an applicant fails, they can reapply for the next session and try again in the future. Once you have successfully passed the physical agility test, you will meet and have a final interview with the Chief.

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**Each recruit is tested on the ability to perform each task successfully, you will not be judged on technique, just on whether you can physically perform each task. Each recruit shall be accompanied by a trained firefighter or officer that will explain each task to be performed.**

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Saline Valley  
Practical Skills Examination

The candidates shall be in full protective equipment, SCBA & mask and on tank air for all test stations. Safety is our main priority. EMS will take pre test and post test vitals. Should any candidate feel ill, they need to stop and alert their evaluator immediately. Running out of air at any point during the physical agility test will result in failure; candidates will be allowed only one bottle.

*Candidates will not be permitted to wear personal turnout gear or turnout gear furnished by their current District/*

**Station #1 – Donning SCBA**

Candidate will be given the opportunity to become familiar with the SCBA and face piece used by Saline Valley FPD. The candidates don their PPE, SCBA and face piece.

Time: \_\_\_\_\_ Pass: \_\_\_\_\_ Fail: \_\_\_\_\_ Evaluator: \_\_\_\_\_

**Station #2 – Ventilation Strike Simulator**

Candidate shall strike the target 50 times with enough force to demonstrate making an adequate ventilation opening in an ordinary construction roof. Consideration will be given to certain factors such as strike force, target striking and general ability to control the action with the provided tools. Candidates must maintain a repetitive motion with no stopping or pausing.

Time: \_\_\_\_\_ Pass: \_\_\_\_\_ Fail: \_\_\_\_\_ Evaluator: \_\_\_\_\_

**Station #3 – Ground Ladder Climb**

Candidate shall climb the provided set-up ground ladder safely to the top, touch the top rung with one hand and then safely descend without stopping, hesitating or falling.

Time: \_\_\_\_\_ Pass: \_\_\_\_\_ Fail: \_\_\_\_\_ Evaluator: \_\_\_\_\_

**Station #4 – Hose Carry**

Candidate shall shoulder carry two 50' sections of 1 ¾ " double jacket hose 400' without stopping, falling or pausing in any way.

Time: \_\_\_\_\_ Pass: \_\_\_\_\_ Fail: \_\_\_\_\_ Evaluator: \_\_\_\_\_

**Station #5 – Hose Drag**

Candidate shall drag 200' of double jacket 3" hose 200' without dropping the hose, stopping, falling, or pausing in anyway.

Time: \_\_\_\_\_ Pass: \_\_\_\_\_ Fail: \_\_\_\_\_ Evaluator: \_\_\_\_\_

**Station #6 – Hydrant Hook Up**

Candidate shall remove all hand tight caps from the hydrant and connect three hoses to the hydrant fully, then disconnecting the hose and replace all caps. Candidates will have two minutes to successfully make all hydrant connections. NO FLUSHING OR CHARGING OF HYDRANT.

Time: \_\_\_\_\_ Pass: \_\_\_\_\_ Fail: \_\_\_\_\_ Evaluator: \_\_\_\_\_

**Station #7 – Manikin Drag**

Candidate shall underarm reverse drag the provided 150 lbs training manikin, 100' without stopping, falling or pausing.

Time: \_\_\_\_\_ Pass: \_\_\_\_\_ Fail: \_\_\_\_\_ Evaluator: \_\_\_\_\_

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**Application Information**

(Place a check mark in each box to indicate that you have read and fully understand each bulleted statement)

- Fill out the application completely and make sure you have signed all pertinent areas.
- Have the physicians release form provided filled out and signed by a physician and return it with the application. Any application returned without the physicians release form shall be rejected.
- Submit a police criminal records check from the county or city in which you reside and turn it in with the application.
- Submit a driving records check from the state in which you are licensed in and turn it in with your application, and photocopy you current driver's license.
- Return the packet in it's entirety in person to the Saline Valley F.P.D. Headquarters located at 1771 Springdale Blvd., Fenton, MO 63026.
- If the applicant has any questions it shall be submitted to Fire Chief at the address listed above.

**SALINE VALLEY FIRE PROTECTION DISTRICT  
EXECUTIVE POLICY**

NO: E - 12

SUBJECT: TATTOOS

EFF. DATE: 08/11/2011

APPROVED BY: Board of Directors

ASSOCIATED FORMS:

**Purpose**

To establish a policy for the Saline Valley Fire Protection District regarding Tattoos and District Personnel.

Effective January 1, 2009, the following shall be the Tattoo Policy for Saline Valley Fire Protection District and is in effect for all personnel.

1. Present Personnel Having Tattoos. All personnel who presently have tattoos anywhere on the head, face or hands and neck, arms above the elbow, or below the knee are not required to cover their tattoos. Personnel, who have tattoos on any other part of their body, must have them covered at all times while on duty.

2. Policy on Tattooing After January 1, 2009. Personnel shall not have tattoos or brands anywhere on the head, face, hands or neck. Tattoos on the arms below a shirt sleeve shall be covered at all times by "tattoo sleeves" or other approved items. These garments shall be approved by the Chief and shall be complementing to the District uniform. Any and all tattoos shall not violate section 3 of this policy.

3. Tattoos on Normally Uncovered Parts of the Body. Personnel may not have tattoos or brands on any part of the body, including the covered part of the body, which are extremist, indecent, sexist or racist. Tattoos may be made which are not on the head, face, hands, neck or arms below the elbow, but such tattoos may not be vulgar, profane, indecent, racist or sexist or extremist, or degrade firefighters, any person, or the District.

***Volunteer Application***

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PLEASE PRINT

Position(s) Applied For \_\_\_\_\_ Date of Application \_\_\_/\_\_\_/\_\_\_

Referral  Advertisement  Employee  Relative  Walk-in  
Source \_\_\_\_\_ in

Other \_\_\_\_\_

Name of Source (If Applicable) \_\_\_\_\_

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Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Street City State Zip Code

Telephone Number \_( ) \_\_\_\_\_ Social Security Number - - -

If necessary, best time to call you at home is .....

May we contact you at work? .....  Yes  No

If yes, work number and best time to call ..... ( ) \_\_\_\_\_ : \_\_\_ am/pm

Have you filed an application here before? .....  Yes  No

If yes, give date ..... / /

Have you ever been a member here before? .....  Yes  No

If yes, give date ..... From / / to / /

Are you legally eligible for employment in this country? .....  Yes  No

(Proof of U.S. Citizenship or immigration status will be required upon employment)

Date available for work ..... / /

Are you on lay-off and subject to recall? .....  Yes  No

Will you relocate if job requires it? .....  Yes  No

Will you travel if job requires it? .....  Yes  No

Are you able to meet the attendance requirements of the position? .....  Yes  No

Will you work overtime if required? .....  Yes  No

Have you ever been bonded? .....  Yes  No

Have you been convicted of a felony in the last (7) years? .....  Yes  No

(Such conviction may be relevant if job related, but does not bar you from employment.)

If yes, please explain:

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Driver's license number \_\_\_\_\_ State \_\_\_\_\_

***Educational Background***

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- A. List three (3) schools attended, starting with last one.
- B. List number of years completed.
- C. Indicate degree or diploma earned, if any
- D. Grade Point Average or Class Rank
- E. Major and minor field of study (if applicable.)

A. School	B. No Years Completed	C. Degree Diploma	D. GPA Class Rank	E. Major	E. Minor

List any foreign language(s) you know and check the boxes that describe your skill level.

Language	Speak Some	Speak Fluently	Read	Write


***References***

List name and telephone numbers of three business/work references who are *not* related to you and are *not* previous supervisors. If not applicable, list three school or personal references who are not related to you.

Name	Telephone	Years Known
	(    )	
	(    )	
	(    )	

List professional, trade, business, or civic associations and any offices held. (Exclude memberships which would reveal sex, race, religion, national origin, age color, disability or other protected status.)

Organization	Offices Held

List special accomplishments, publications, and awards. (Exclude memberships which would reveal sex, race, religion, national origin, age color, disability or other protected status.)

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List any additional information you would like for us to consider \_\_\_\_\_

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## ***Employment History***

List your last three (3) employers, assignments or volunteer activities, starting with the most recent, including military experience. Explain any gaps in employment in comments section below.

Employer  ( )	Telephone	Dates Employed		Summarize the nature of the work performed and job responsibilities:
		From	To	
Address				
Job Title				
Immediate Supervisor and Title				
Reason for Leaving				
May we contact for references? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later				

Employer  ( )	Telephone	Dates Employed		Summarize the nature of the work performed and job responsibilities:
		From	To	
Address				
Job Title				
Immediate Supervisor and Title				
Reason for Leaving				
May we contact for references? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later				

Employer  ( )	Telephone	Dates Employed		Summarize the nature of the work performed and job responsibilities:
		From	To	
Address				
Job Title				
Immediate Supervisor and Title				
Reason for Leaving				
May we contact for references? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later				

Address			
Job Title			
Immediate Supervisor and Title			
Reason for Leaving			
May we contact for references? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later			

Comments (including explanation of any gaps in employment)

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**Skills and Qualifications** Summarize special skills and qualifications acquired from employment or other experiences that may qualify you to work with our company.

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***For Personnel Department Use Only***

Hired..... Yes No

Date of Hire \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

NOTES \_\_\_\_\_

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# Saline Valley Fire Protection District

1771 Springdale Blvd.

Fenton, MO 63026

Phone (636) 343-9300 Fax (636) 305-1414

## Disclosure

This document serves solely as a clear and conspicuous written disclosure as required by the Federal Fair Credit Reporting Act set forth in section 604(b) to the applicant that previous employment, education, social security, motor vehicle report and a criminal background check may be obtained for the purpose of membership and/or employment only.

By the signature below, the applicant acknowledges that Saline Valley Fire Protection District has made this disclosure.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print name (last, first, middle)

# Saline Valley Fire Protection District

1771 Springdale Blvd.

Fenton, MO 63026

Phone (636) 343-9300 Fax (636) 305-1414

## Physicians Release Form

***This portion to be completed by applicant***

Name: \_\_\_\_\_ SSN: \_\_\_\_\_

Sex: M F Date of birth: \_\_\_\_\_ Phone: \_\_\_\_\_  
month day year

I understand that this physicians release form is for the purpose of qualifying my abilities to perform as a fire fighter for the Saline Valley Fire Protection District. It is not meant to be a determining factor with regard to acceptance as a member of the District, but to gauge my overall physical abilities to perform certain tasks.

I further understand that factors beyond the control of the Saline Valley Fire Protection District and the physician completing this form may affect my physical abilities to perform, which were not distinguishable at the time that this form was completed.

I hereby release the Saline Valley Fire Protection District and the physician named on this form from any and all liability with regard to it's content.

\_\_\_\_\_  
signature of applicant date

***This portion to be completed by physician***

(please read the paragraph below and complete the form - please note any limitations in the comments section)

The position of fire fighter requires the applicant to exert large amounts of energy in a short period of time. This exertion can be expected in high temperatures exceeding 1000°. Fire fighters are protected from this heat with protective garments and self contained breathing apparatus weighing approximately forty pounds. Activities while working include climbing ladders, working overhead, crawling, bending, standing, lifting, carrying, pushing, pulling and operating power tools and motor vehicles.

I \_\_\_\_\_ have evaluated the above named applicant and release  
Physicians name (please print)

him/her to participate as a fire fighter with the Saline Valley Fire Protection District with the

following limitations. Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of physician date phone