

**PLATO FIRE DEPARTMENT
EMPLOYMENT OPPORTUNITY**

VOLUNTEER FIREFIGHTER

PURPOSE:

Protects life and property by performing firefighting activities, emergency aid, hazardous materials response and fire prevention duties. This position may also be required to maintain fire equipment, apparatus and facilities. Volunteer firefighting personnel train to the same standards as full-time firefighters.

EXAMPLES OF WORK:

- = Perform firefighting activities including fire suppression, ventilation, ladder operations, search and rescue and hazardous materials response.
- = Drive and operate emergency apparatus.
- = Participate in fire drills, attend classes in firefighting, emergency medical response, hazardous materials and related subjects.
- = Operate radio and other communication equipment.

MINIMUM REQUIREMENTS:

- = Must be a minimum of 18 years of age.
- = High School Diploma or GED.
- = Valid Minnesota Driver's License.
- = Must live or work within Plato Fire District.

HOURS:

- = May be called for emergency response anytime during a 24 hour day. Attendance is required at monthly practices and meetings.

PLATO FIRE DEPARTMENT

320-238-2432

APPLICATION FOR MEMBERSHIP

NAME _____

HOME PHONE _____ WORK PHONE _____

ADDRESS _____

DATE OF BIRTH _____ SEX _____

HOW LONG HAVE YOU LIVED HERE _____

PLACE OF EMPLOYMENT _____

HOURS OF EMPLOYMENT _____

HOW LONG HAVE YOU WORKED HERE _____

WOULD YOU BE AVAILABLE FOR DAYTIME CALLS _____

OTHER ORGANIZATIONS YOU BELONG TO _____

HAVE YOU EVER BEEN A FIREFIGHTER BEFORE _____ DEPT. _____

ANY SPECIALIZED TRAINING PERTAINING TO FIREFIGHTING _____

PHYSICAL CONDITION _____

BENEFICIARY _____

Upon applying for membership the applicant will be required to:

1. Appear before screening board.
2. Be on probation for a period of 12 months.
3. Have a physical exam (paid by dept.) after being voted on.
4. Complete and pass a first responder medical course while on probation.
5. Complete and pass Firefighter 1 and 2 within 18 months.
5. Attend at least 15 PFD training and 3 business meetings.

I HAVE READ AND UNDERSTAND THE APPLICATION AND STATE THAT THE INFORMATION GIVEN IS TRUE AND CORRECT.

Signed: _____

Any misleading information will disqualify you from applying.

PLATO FIRE DEPARTMENT

FIREFIGHTER CANDIDATE BRIEFING

- I. Welcome
- II. Overview of City Operations and Department of Public Safety
- III. Brief History of the Plato Fire Department
- IV. Current Staffing and Operations
 - a) Response by the Fire Department in previous year
 - b) Role of the Volunteer Firefighters
- V. Expectations of the Volunteer Firefighters
 - a) Availability
 - b) Commitment
 - c) Response Time
- VI. Testing Process
 - a) Physical Ability Test
 - b) Oral Interviews
 - c) Final Interviews
- VII. Training Schedule
 - a) Recruit Training Schedule
 - b) Department Training Schedule

VIII. Compensation

- a) Rate of Pay – School – Mileage (at Government Rate)
- b) Training
- c) Longevity – Relief Association – fully vested at 20 years

IX. Minimum Requirements

- a) Training Attendance
- b) Probationary Period

X. Miscellaneous

- a) Family and Job Priorities
- b) Pagers
- c) Beards
- d) Driving to Emergencies
- e) Driving Fire Apparatus
- f) Possible Saturday Drills
- g) Alcohol Restrictions
- h) Inoculations and Medical Requirements
- i) Smoking – Plato Fire Station is a non-smoking facility

XI. Tour of Station and Response Equipment

- a) Explanation of Fire Apparatus

PLATO FIRE DEPARTMENT

Physical Agility Test

The physical agility test is designed to assure that a candidate has the physical strength, stamina and agility required to effectively and safely perform the duties of a firefighter.

This is a brief description of the steps each candidate must pass to advance in the testing process. Specific instructions and a demonstration for each station will be provided to all candidates prior to the physical agility test.

1. Candidate must don full turnout gear with air pack.
2. Candidate must kneel for 1 minute.
3. Candidate must crawl 25 feet to back of Engine #1, lift fan up to bumper and set back on floor.
4. Candidate must walk 30 feet to ladder and climb ladder to mezzanine.
5. Candidate must grab rope and pull hose bundle up to mezzanine level.
6. Candidate must drag rescue Annie forward to steps and back again.
7. Candidate must put hose bundle on shoulder, walk backwards down steps and back up again.
8. Candidate must walk backwards down steps and walk to wall.
9. Candidate must drag hoseline out to finish line.

This is a pass/fail test and the candidate must pass all stations of the test in 10 MINUTES or less.

Notice of Rights and Informed Consent to Release Information for Driver's License and Criminal History Records and Offense Reports

As part of your employment with the City of Plato you are being asked to supply private data that was not requested on the application form. The City of Plato is requesting you supply the data to determine your suitability for employment and operation of City equipment with the City of Plato, including use of the data to conduct criminal history and related record checks. You may refuse to provide any requested data. However, a refusal will prevent the City of Plato from conducting an adequate background investigation which in turn may cause restrictions on your employment activities. A false statement or failure to fully disclose the requested data shall be grounds to withdraw any offer of employment or termination from employment without regard to when such false statement or omission is detected.

Private data, such as date of birth and driver's license number may be shared with the City of Plato, the McLeod County Sheriff's Office, and legal advisor to the City or McLeod County Sheriff's Office. Otherwise, unless authorized by State statutes or Federal law, your private data will not be released to any other person or agency without your written consent except under court order or if otherwise authorized or required by law. A written consent for release of private data is known as "INFORMED CONSENT." Any public data you provide is available to anyone requesting it.

The private data the City of Plato is now requesting from you is as follows:

Have you ever been convicted, plead guilty or been sentenced or placed on probation or diversion in any court of law for the commission of a criminal offense whether or not the record of such a case has been sealed or expunged? Criminal offense includes any traffic or moving violations punishable by incarceration whether or not such a sentence was actually imposed. Yes No

If Yes, state the jurisdiction(s), date of conviction(s), pleas of guilty or sentenced: _____

State the offense: _____

Your full legal name and current address:
(Please print **full name: first, middle, and last**) _____

Addresses of the last five years: _____

Former Name(s)-List ALL: _____

Driver's License Number: _____ State Issued: _____

Date of Birth: _____ Sex: Female Male Race: _____

I understand the above notice of rights; also known as the Tennessee Warning.

Signature: _____ Date: _____ Day Phone Number: _____

Please return completed form to:

**PLATO CITY OFFICE
PO BOX 7
112 2ND AVENUE NE
PLATO, MN 55370**

INFORMED CONSENT FOR RELEASE OF INFORMATION

I, _____, authorize the City of Plato to provide my: full name, previous name(s), date of birth, social security number, driver's license number, home address and previous addresses to the McLeod County Sheriff's Office, the Minnesota Bureau of Criminal Apprehension, Department of Driver and Vehicle Services, the National Crime Information Center, Federal Bureau of Investigations, and other law enforcement agencies with which I have had contact, that has records about me in order to determine my suitability for employment with the City of Plato.

I, _____, authorize the McLeod County Sheriff's Office, the Minnesota Bureau of Criminal Apprehension, Department of Driver and Vehicle Services, the National Crime Information Center, Federal Bureau of Investigations, and other law enforcement agencies with which I have had contact to release any public, private, or confidential information pertaining to my driver's license record, Bureau of Criminal Apprehension records and/or National Crime Information Center records and any and all other offense report records to the McLeod County Sheriff's Office in order to determine my suitability for employment with the City of Plato.

I understand that this written consent is valid for 1 year, but that it may be revoked by me at any time prior to the one year expiration, except to the extent that action has been taken in reliance upon it. I can revoke this consent by filing a written request with the City of Plato terminating the consent. I also understand that this data and related criminal history record check is defined by Minn. Stat. § 13.43 as personnel data and shall be treated as such.

Date Executed: _____

Signature: _____

Notary: _____

Please return completed form to:

**PLATO CITY OFFICE
112 2ND AVENUE NE
PO BOX 7
PLATO, MN 55370**

**INFORMED CONSENT
RELEASE OF PREDATORY OFFENDER REGISTRATION DATA**

PLEASE PRINT LEGIBLY - USE COMPLETE NAME, INCLUDING MIDDLE NAME

First Name: _____ Middle Name: _____ Last Name: _____

Maiden or Former Last Name(s)-**LIST ALL**: _____

Date of Birth: _____ Social Security Number: _____

Driver's License Number: _____ Issuing State: _____

Current Address: _____

City, State, Zip Code: _____

I hereby authorize and grant my informed consent to the Minnesota Bureau of Criminal Apprehension to release to the City of Plato and the McLeod County Sheriff's Office any information contained about me in the Minnesota Predatory Offender Registry, including, but not limited to, information related to offenses which may have occurred when I was a juvenile.

I hereby release the Minnesota Bureau of Criminal Apprehension and the City of Plato and the McLeod County Sheriff's Office from any and all actions and causes of action, of any kind and nature whatsoever, past, present and future, arising out of the release of information obtained with this consent.

This authorization shall be valid for a period of twelve (12) months from the date of signature.

Signature: _____ Date: _____

Notary Signature: _____

TENNESSEN WARNING

In accordance with the Minnesota Government Data Practices Act, the Plato Fire Department/City of Plato is required to inform you of your rights as they relate to the private information collected from you. Private data is information which is available to you, but not to the public. The personal information we collect about you is private. Minnesota Statutes 130.04 and 13.43 are two sections that govern what affects you as an applicant for employment with the Plato Fire Department/City of Plato. All data collected is considered private except for the following:

1. Your Veteran's status.
2. Relevant test scores.
3. Your rank on our eligibility list.
4. Your job history.
5. Your education and training.
6. Your work availability.

Your name is considered private information, however, if you are selected to be interviewed as a finalist, your name becomes public information.

The data supplied by you may be used for such other purposes as may be determined to be necessary in the administration of personnel policies, rules and regulations of the Plato Fire Department/City of Plato. Furnishing social security numbers, date of birth (unless a minimum age is required), sex, age group, and disability data is voluntary, but refusal to supply other requested information will mean that your application for employment may not be considered.

Private data is available only to you, appropriate Fire Department/City employees, and others as provided by state and federal law who have a bona fide need for the data. Public data is available to anyone requesting it and consists of all data furnished in the application for employment which is not designated in this notice as private data.

Except for race, sex, age, and disability data, the information you give us about yourself is needed to identify you and to assist the Plato Fire Department/City of Plato in determining your suitability for the position for which you are applying. Race, sex, age, and disability data are used in summary form by the Plato Fire Department/City of Plato to monitor protected class employment and to meet federal, state and local reporting requirements.

I declare that I have read and understand the information given above regarding the Minnesota Data Privacy Act.

Applicant's printed name

Applicant Signature

Date