



South Brunswick Fire District #3



JOB APPLICATION FORM

Complete and email this application along with your resume to jobs@sbfiredistrict3.com

APPLICANT SECTION

Position applied for: _____

Personal details

Given name: _____ Family name: _____

Preferred name: _____

Address: _____

Telephone Daytime: _____ Mobile: _____

Email: _____

Current qualifications/Certifications (copies needed at time of interview)

Qualification title	Institution/training provider	Year completed

Are you currently undertaking study/training?
(tick one) Yes No

If yes, course/program name: _____
(tick one) Full time Part time Distance Other

Previous employment (most recent first)

Employer name/ establishment	Dates from/to	Position held	Reason for leaving

Please provide details of three people who can speak on your behalf regarding your work history.

Name	Contact No.	Position held/working relationship (eg supervisor)	Office use check initial/date



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When will you be available for work? _____

Please provide any other information that you identify as being pertinent to this application
(eg medical conditions, disabilities)

Declaration

I declare that, to the best of my knowledge, the information given is true and correct. I understand that inaccurate, misleading or untrue statements or knowingly withheld information may result in termination of employment with this organization. I understand that this application does not constitute an offer of employment. I understand that, in some cases, police and credit checks will be required and I will be notified if this applies to this application. (You will be asked to sign the application during the interview process)

Signed: _____ Date: _____

Print your name" _____

EMPLOYER SECTION

Confidential – reference checks *For office use only*

Reference name	Comments	Would re-employ?		Initial	Date
		Yes	No		
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Action

Interview arranged for: _____

Offer of employment made? _____

Position: _____

Letter of advice sent: _____ By: _____

Payroll details entered: _____ By: _____

Start Date: _____

Probationary period expires on (3 months after start if possible): _____

If employment not offered, give reason why: _____

Application unsuccessful (non-employment decision)

Letter or email of advice sent: _____ By: _____

Application to be destroyed on (1 year after receipt): <insert date> _____

Notes _____

Referred by: _____