



BOROUGH OF CONSHOHOCKEN

APPLICATION FOR EMPLOYMENT FOR THE POSITION OF FIREFIGHTER

MAYOR
Yaniv Aronson

BOROUGH COUNCIL
Colleen Leonard, President
Tina Sokolowski, Vice-President
Stacy Ellam, Member
Anita Barton, Member
Adrian Serna, Member
Kathleen Kingsley, Member
Karen Tutino, Member

Stephanie Cecco
Borough Manager

APPLICANT INSTRUCTIONS

Complete this application in full and return it to the Borough of Conshohocken Administration Office, 400 Fayette St., Conshohocken, PA 19428, **no later than 4:30pm on October 14th, 2022**. Applications will not be accepted after this date and time. All applicants must have reached their twenty-first (21st) birthday before the deadline for submitting completed applications.

Print an answer to every question. If a particular question does not apply to you, state N/A. If the space provided is not sufficient for an answer, feel free to insert an additional page or continue the answer on the reverse side, labeling with the number of the referenced question.

DO NOT SUBMIT FALSE INFORMATION SINCE THE STATEMENTS MADE HEREIN ARE SUBJECT TO VERIFICATION TO DETERMINE YOUR QUALIFICATIONS FOR EMPLOYMENT. FALSE, INCOMPLETE, OR MISLEADING INFORMATION WILL BE GROUNDS FOR ELIMINATION FROM THE SELECTION PROCESS, OR TERMINATION, IF DISCOVERED AFTER HIRE.

Only complete applications will be accepted consisting of the following:

1. Complete Application for Employment
2. Criminal Background Check Authorization completed and signed on page 6 of the application for employment
3. Signed Physical Agility Test Personal Injury Waiver;
4. Signed Description of Essential Duties Acknowledgement of Ability to Perform

The following items MUST be attached to your returned application:

1. A copy of a government -issued Birth Certificate;
2. A copy of a valid Driver's License;
3. A copy of a High School Diploma or G.E.D.;
4. A copy of transcript(s) from any higher education completed;
5. For Veterans: a copy of service honorable discharge (DD214 Form)
6. Cover Letter
7. Resume
8. Three References
9. A check ONLY for the application processing fee in the amount of \$35.00, made payable to the "Borough of Conshohocken"
10. Applicant must have served as a firefighter in a combination fire department, and must attach a letter from the Fire Chief, on official department stationery, confirming it.
11. Applicant must have the following certifications:
 - a. Pennsylvania State Certified Level I Firefighter or equivalent and have an issued certification number in accordance with the National Fire Protection Association (NFPA) 1001 consensus standards;
 - b. Current certification for Hazardous Material Operation from an approved training facility for Hazardous Material Operations, in accordance with the NFPA 472 consensus

- standard, either the full course within the last 12 months, or a refresher course within the last 12 months; and
- c. Emergency Vehicle Operations Course – Fire Apparatus or equivalent; and
 - d. Fire Inspector I Certification OR must obtain Fire Inspector Certification within 6 months of hire date; and
 - e. Pump Operations Course; and
 - f. Vehicle Rescue Technician or equivalent; and
 - g. CPR, AED and First Aid; and
 - h. Property Maintenance ICC - within 6 months
 - i. EMT - within 1year

Note: Applicants must have the ability to complete and pass a physical agility test. Employee may be required to obtain additional certifications and/or training relating to Fire, EMS, Hazmat and Code Enforcement related disciplines. The employee shall be responsible for obtaining all refresher classes required to maintain the current level of certification.

This is a full-time FLSA non-exempt position with benefits. Equal Opportunity Employer. Qualified applicants should submit all application materials along with the application-processing fee to the following:

Borough of Conshohocken
Attention: Human Resources – Career Firefighter Position
400 Fayette Street, Suite 200
Conshochoken, PA 19428

This position is open until filled. Review of submittals begins immediately and please do not call with any questions.

PHYSICAL AGILITY TEST PERSONAL INJURY WAIVER
Borough of Conshohocken

General Waiver

As a candidate for the position of Career Firefighter with the Borough of Conshohocken, I recognize and acknowledge that there are certain risks of physical injury during a physical agility test and I agree to assume the full risk of any injuries, including death, damages, or loss which the candidate may sustain as a result of participating in any and all activities connected with or associated with such an agility test.

As a candidate, I do hereby fully release and discharge the **Borough of Conshohocken** and its appointed and elected officials, officers, agents, servants, and employees from and against any and all claims from injuries, including death, damage, or loss which I may have or which may occur on account of my participation in the agility test.

As a candidate, I agree to waive and relinquish all claims I may have as a result of participating in the test against the **Borough of Conshohocken** and its appointed and elected officials, officers, agents, servants, and employees.

As a candidate, I further agree to indemnify and hold harmless and defend the **Borough of Conshohocken** and its appointed and elected officials, officers, agents, servants, and employees from any and all claims resulting from injuries, including death, damages, and losses sustained by the participant and arising out of, connected with, or in any way associated with the agility test.

I certify that I am in good physical health and have no limitations that may predispose me to risk during this test.

I also grant permission to the **Borough of Conshohocken** representatives to authorize and obtain medical care from any licensed physician, hospital or medical clinic should I become ill or injured while participating in the agility test when I am unable to grant authorization for emergency treatment. I understand that such treatment shall be at my expense. This form shall be considered valid until cancelled or changed in writing by the undersigned.

By signing below, I acknowledge that I have read and understand the above PHYSICAL AGILITY TEST INJURY WAIVER and I fully understand that "THIS IS A FULL RELEASE OF LIABILITY".

Print Name _____

Signature _____

Date _____

Description of Essential Duties Acknowledgement of Ability to Perform

The following is a summary and is not intended to be an exhaustive list of all the responsibilities, duties and skills required. Employees are responsible for all other duties as assigned.

Essential Duties and Responsibilities include the following.

- Responding to emergency situations, including fires, vehicle crashes, rescues, and medical emergencies.
- Coping with and performing under chaotic emergency situations.
- Working while wearing protective equipment (“PPE”), including full structural firefighting PPE and other emergency services PPE.
- Working in and withstanding prolonged exposure to extreme weather conditions.
- Withstanding prolonged periods of standing, sitting, walking, crawling, and physical labor.
- Wearing respirators, including self-contained breathing apparatus (“SCBA”), in order to safely perform firefighting operations where smoke, toxic gases, heat, or other hazardous conditions exist. Such duties may require the firefighter to wear the SCBA for 30-minutes to several hours at one time.
- Coping with and working competently with heights. Includes ascending/descending ground ladders of 35 feet or greater; ascending/descending aerial ladders of 100 feet or greater at angles of 60 degrees or greater; moving onto and off ladders while at heights; working on various types of roofs and other elevations. Such work at heights likely to occur while wearing PPE, including SCBA.
- Performing tasks requiring heavy lifting, sometimes in excess of 50 pounds. Lifting likely will require bending and twisting. Task may require the lifting, carrying, and/or dragging of people who are trapped by fire or in other types of hazardous positions.
- Driving and operating heavy fire apparatus weighing in excess of 30,000 pounds. Includes operating in all weather conditions and nighttime. Operation of fire apparatus includes use of fire pumps and, aerial devices.
- Operating a variety of tools and equipment, including hand tools; forcible entry tools; gasoline powered tools; generators; and electric powered tools.
- Communicating effectively, including using radios, during times of high stress and noise.
- Guiding and communicating with victims who may be under distress, suffering from trauma, incoherent, English language limited, disabled, or who may be children.
- Withstanding frequent exposure to stress-producing situations such as encountering persons injured or killed by fires or other events.
- Maintaining focus on tasks while integrating information from multiple, simultaneous sources such as radio communications, civilians, and emergency service personnel.
- Recalling, processing and applying detailed and complex emergency response protocols and instructions.
- Skillfully performing repetitive tasks.
- Organizing and prioritizing time, decisions, and resources.
- Working well will either direct supervision or limited supervision.
- Adapting quickly and efficiently to changing priorities, tasks, emergencies, and environmental circumstances.
- Responding to and executing orders from supervisors and commanders.
- Completing reports in a clear and concise manner. Reports may be written or computer based.
- Communicating with the general public in various settings. Includes conducting fire prevention presentations, fire inspections, and day-to-day encounters.
- Working and performing duties for extended shifts, sometimes greater than 24-hour periods.

- Performing routine station cleaning duties and apparatus maintenance. This includes weekly apparatus, equipment and station responsibilities.
- Perform responsibilities assigned during emergency situations.
- Self-assessing and reporting any diminishing physical and/or psychological capacities affecting job performance.
- Working and cooperating with a close-knit team.
- Performing all duties assigned in Licenses and Inspections with a specific focus on conducting fire safety inspections as assigned.

This job description does not list all duties of the job. The Borough Manager or his/her designee may ask employee to perform other job related duties provided those duties are not illegal or injurious to the employee's health. Employee will be evaluated in part based upon performance of the tasks listed in the job description.

I have reviewed the above list of essential job functions for the Borough of Conshohocken Firefighter and state that:

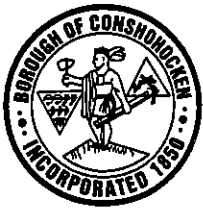
I, _____, can fully perform all duties.

I, _____, can fully perform all duties with reasonable accommodations. I require accommodations for the following condition(s):

I, _____, cannot fully perform all duties even with no accommodations.

Signature _____ Date _____

Printed Name _____



APPLICATION FOR EMPLOYMENT

NAME: _____

We consider applications for all positions without regard to actual or perceived ethnicity, race, color, ancestry, religion, national origin, gender, gender identity or expression, marital or familial status, age, sexual orientation, mental or physical disability, use of guide or support animals or mechanical aids and/or source of income.

(PLEASE PRINT)

Last Name		First Name		Middle Name	
Address	Number	Street	City	State	Zip Code
Telephone Number(s) (H) _____ (C) _____			Social Security Number _____-_____-____		

Position(s) Applied For	Date of Application
How did you learn about us?	
<input type="checkbox"/> Advertisement <input type="checkbox"/> Relative <input type="checkbox"/> Inquiry <input type="checkbox"/> Employment Agency <input type="checkbox"/> Friend <input type="checkbox"/> Other _____	

POSITION: _____

Best time to contact you between 9 a.m. - 4 p.m. _____:_____ ^{AM}/_{PM}

If you are under 18 years of age, can you provide required proof of eligibility to work? Yes No

Have you ever filed an application with us before? Yes No
If Yes, give date _____

Have you ever been employed with us before? Yes No
If Yes, give date _____

Do any of your friends, relatives, or spouse work here? Yes No
If Yes, who? _____

Are you currently employed? Yes No

May we contact your present employer? Yes No

Can you lawfully become employed in this country? Yes No
Proof of citizenship or immigration status will be required upon employment.

Date available for work ___/___/___ What is your desired salary range? _____

Are you applying for: Full-Time
 Part-Time
 Summer Help (Please indicate dates available ___/___/___ - ___/___/___)

Are you currently on "lay-off" status and subject to recall? Yes No

DATE: _____ / _____ / _____

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

1.	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number(s)	Hourly Rate/Salary		
		Starting	Final	
	Job Title	Supervisor		
	Reason for Leaving			
2.	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number(s)	Hourly Rate/Salary		
		Starting	Final	
	Job Title	Supervisor		
	Reason for Leaving			
3.	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number(s)	Hourly Rate/Salary		
		Starting	Final	
	Job Title	Supervisor		
	Reason for Leaving			
4.	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number(s)	Hourly Rate/Salary		
		Starting	Final	
	Job Title	Supervisor		
	Reason for Leaving			

If you need additional space, please continue on a separate sheet of paper.

List professional, trade, business or civic activities and offices held.

You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status:

CRIMINAL BACKGROUND CHECK AUTHORIZATION

I hereby authorize the Borough of Conshohocken to have the Pennsylvania State Police do a criminal Background check.

Print Name: _____
(First) (Middle) (Last)

Current Address Since: _____
(Mo/Yr) (Street) (City) (State/Zip)

Previous Address From: _____
(Mo/Yr) (Street) (City) (State/Zip)

Social Security Number: _____ DOB: _____

Telephone Number: _____

Drivers License Number: _____ State: _____

Signature: _____ Date: _____

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 1 year. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with the Borough of Conshohocken is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge the Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of the Borough.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Employer.

Signature of Applicant

Date