



Ogle-Lee Fire Protection District

Creston – Flagg Center – Hillcrest - Steward

401 5th Avenue. Rochelle, Illinois 60168

Phone (815) 562-2122 Fax (815) 562-3319

Emergency Phone - 911

Employment Application – Paid-On-Call Firefighter

Applicant Information

Full Name: _____ Date: _____

Last

First

M.I.

Address: _____

Street Address

Apartment/Unit #

City

State

ZIP Code

Phone: _____

E-mail Address: _____

Driver's Lic. No.: _____

****Please include a copy of your driver's license with this application**

Are you a citizen of the United States?

YES NO

If no, are you authorized to work in the U.S.?

YES NO

Have you ever worked for this Department?

YES NO

If yes, when?

Have you ever been convicted of a felony?

YES NO

If yes,
explain:

Education

High School:

Address:

YES NO

From:

To:

Did you graduate?

Degree:

College:

Address:

YES NO

From:

To:

Did you graduate?

Degree:

Other:

Address:

YES NO

From:

To:

Did you graduate?

Degree:

References

Please list three references not related to you.

Full Name:

Relationship:

Company:

Phone:

Address:

Full Name:

Relationship:

Company:

Phone:

Address:

Full Name:

Relationship:

Company:

Phone:

Address:

Previous Employment

*Please list previous Fire and/or EMS experience, including volunteer service, as a previous employer

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
YES NO
May we contact your previous supervisor for a reference?

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
YES NO
May we contact your previous supervisor for a reference?

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
YES NO
May we contact your previous supervisor for a reference?

Military Service

Branch: _____ From: _____ To: _____
Rank at Discharge: _____ Type of Discharge: _____
If other than honorable, explain: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge. I also certify that I have read all information contained in the application package including but not limited to the Application Introduction, General Information, and Recruit Orientation. I agree to a Background History and Fingerprint Analysis by the Rochelle Police Department. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____



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Area Chiefs

Creston FD	Curt Ward
Flagg Center FD	Orville Good
Hillcrest FD	Roger Johanning
Steward FD	Galen Cardott

District Chief

David Sawlsville

Dear Applicant:

Thank you for your interest in becoming a paid-on-call fire fighter for the Ogle-Lee Fire Protection District. Please read all the information provided. All application forms must be filled out correctly and completely. Please print or type in all areas except those requiring your signature. Applications not meeting the requirements will not be accepted.

PLEASE INCLUDE A COPY OF YOUR DRIVERS LICENSE WITH THE APPLICATION

Applications will be reviewed by the Area Chief and then forwarded to the District Chief for consideration and approval. Applications will remain on file for a period of one year from date of application.

Applicants shall be required to pass the following:

- Background Check
- Oral Interview
- Physical Agility Test
- Medical Physical
- Drug Test

Failure to pass any of the above may eliminate the applicant from the hiring process.

Please return completed applications and direct any questions to the Area Chief or District Chief Brian Johnson at the Rochelle Fire Department at the above address.

Once the application is reviewed, you will be notified how to be fingerprinted for the background check and where the physical testing will be completed. **Do not begin** this process before being notified by the area chief or district chief.

Thank you for applying with the Ogle-Lee Fire Protection District. We look forward to meeting with you.



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General Information

The paid-on-call firefighter is an integral part of the Ogle-Lee Fire Protections District.

Personnel are part of a team working together to provide emergency services 24 hours a day, 365 days a year. The District currently operates stations in Creston, Steward, Flagg Center, and Hillcrest with contracted ambulance, fire and rescue services provided by the Rochelle Fire Department. Each District station is managed by an Area Chief. The District Fire Chief oversees all personnel, training, and day-to-day operations of the District.

To be eligible for employment as a firefighter for the Ogle-Lee Fire Protection District you must meet/accept the following requirements and conditions:

1. Be 18 years old or older and have a high school diploma or a GED
2. Live within the geographic boundary of the District or work within the District and be able to respond to calls during your working hours.
3. Pass a background check including but not limited to driving record and/or serious accidents, convictions, drug related incidents, child or domestic abuse, theft, or other serious criminal offense.
4. Undergo a physical exam, agility test and drug screening by a physician or nurse practitioner selected by the District. This is at the District's expense and scheduled by the District Chief or Area Chief.
5. Attend weekly station maintenance meetings, radio tests, and training.
6. Obtain and maintain a current "CPR for Professional Rescuer" certification.
7. Certify as a Basic Operations/Firefighter II or an Emergency Medical First Responder within the first 2 years of employment.
8. You must be willing to take orders and to complete the task given to you.
9. Be willing to answer emergency calls at any time and under any weather conditions unless unavailable due to work schedule, medical illness, or other family circumstances.
10. **And most important**, be willing to hold in confidence information obtained through your employment such as medical information, living conditions, criminal activity, etc. of patients or other persons assisted by the department.

Recruit Orientation

The following is a brief overview of the requirements set by the Ogle-Lee Fire Protection District for new recruits. You will find the probationary period adequate to obtain the goals and objectives listed in this package. The length of the probationary period may be reduced or extended by the Area Chief based on the recruit's circumstances such as work schedules, family obligations, performance, etc.

Basic Requirements

1. Recruits will complete a twelve-month probationary period. During this time the recruit shall be evaluated by the Area Chief and other officers of the District. The standards used in this evaluation are:

- a. Attendance record
- b. The interest and desire shown for the job.
- c. Performance during training sessions, station duties, and emergency responses.
- d. Progress towards obtaining Basic Operations Firefighter or First Responder certifications.

2. Recruits will complete an orientation regarding the equipment carried on each apparatus for your assigned station within the first 60 days of employment.

Until becoming a certified Basic Ops/Firefighter II or First Responder, a recruit's primary role will be to support the certified firefighters during emergency operations. Knowledge of all equipment and its storage on the apparatus is the key to being successful in this role.

3. Recruits who may be considered for driving duties shall complete driver's training and obtain an IL Class B non-CDL or higher driver's license. This is at the Area Chief's discretion.

4. Recruits shall attend a minimum of one training drill per month as scheduled unless otherwise excused.

5. As a member, you are expected to assist in keeping the station clean and organized.

Station duties are typically performed Monday nights, however, as the need arises a special work detail may be scheduled. Station duties may include sweeping, mopping, cleaning bathrooms, etc. Members may also be asked to perform outside maintenance such as changing light bulbs, mowing, snow removal, and weeding.