



Valley Park Fire Protection District



Firefighter/Paramedic

The Valley Park Fire Protection District is accepting applications for the position of Firefighter/Paramedic.

Minimum Requirements

Minimum requirements include a valid drivers license, Missouri Paramedic license, current CPAT card, and St. Louis County Fire Academy Certification. Current Academy recruits may apply.

Application Date

The application packet is available at our District office:

55 Crescent Avenue, Valley Park MO 63088

Or online at www.vpfire.org

Applications will be accepted between 8:00 am and 4:00 pm, Monday through Friday. The closing date for submitting an application is Friday March 29, 2019 at 4:00 pm. Resume and application must be submitted in person.

Test Date

The written test date will be announced after review of applications. Eligible candidates will be notified.



Valley Park Fire Protection District



Application Checklist

The following documents must be submitted with your application.

- Application
- Resume
- Copy of Driver's License
- Copy of Paramedic License
- Copy of St. Louis Count Fire Academy Certification (Or recruit credentials)
- Copy of CPAT card
- Police Records Check

VALLEY PARK FIRE PROTECTION DISTRICT OF ST. LOUIS COUNTY EMPLOYMENT APPLICATION

*State and federal laws prohibit discrimination due to race,
national origin, age, sex religion or disability*

PERSONAL INFORMATION

Name: _____ Application date: _____

Present address: _____

City: _____ State: _____ Zip: _____

Telephone number: _____ Social Security number: _____

Driver's license number: _____

Position applied for _____

Are you legally eligible for employment in the United States? Y__N__

Have you ever applied for employment with us? Y__N__

Do you have friends or relatives employed with the Valley Park Fire Protection District? Y__N__

Do you have any commitments to another employer that might affect employment with this department?
Y__N__

What date would you be available to begin work? _____

Are you available to work full time? _____

Will you work overtime if asked? _____

Are you capable of performing the necessary assignments of the position in a safe manner? Y__N__

Have you graduated from the St. Louis County Fire Academy? Y__N__

If so, when? _____

Do you have a current EMT license? Y__N__

If so, what is the expiration date? _____

Do you have a current EMT-P license? Y__N__

If so, what is the expiration date? _____

EDUCATION

School attended Name and location of school Graduated Course of study

High school

College

Graduate school

Other

MILITARY

Branch of service: _____

Period of active duty from: _____ to: _____

Rank at discharge: _____

Discharge date: _____

Describe your duties and job related training: _____

EMPLOYMENT HISTORY

Company name

Telephone number

Employed from to

Address

Name of supervisor

Weekly pay start

end

Job title

Reason for leaving

Describe work

Company name

Telephone number

Employed from to

Address

Name of supervisor

Weekly pay start

end

Job title

Reason for leaving

Describe work

Company name

Telephone number

Employed from to

Address

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Weekly pay start

end

Job title

Reason for leaving

Describe work

Company name

Telephone number

Employed from to

Address

Name of supervisor

Weekly pay start

end

Job title

Reason for leaving

Describe work

REFERENCES

<u>Name</u>	<u>Address</u>	<u>Telephone Number</u>	<u>Occupation</u>	<u>Years Known</u>
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I authorize investigation of all statements contained in this application and resume. I understand that misrepresentation or omission of facts called for is cause for disqualification or dismissal. I hereby release all employers, schools, law enforcement agencies, and persons from all liability for any damage whatsoever that may ensue from furnishing the same to the Valley Park Fire Protection District. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without previous notice.

Date: _____ Signature: _____



MISSOURI STATE HIGHWAY PATROL
REQUEST FOR CRIMINAL RECORD CHECK

SHP-158S 11/18

PLEASE PRINT OR TYPE.

GENERAL INFORMATION

APPLICANT'S LAST NAME FIRST MIDDLE JR / SR

MAIDEN / ALIAS LAST NAME FIRST MIDDLE JR / SR

SEX	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	DATE OF BIRTH (MM/DD/YYYY)	SOCIAL SECURITY NUMBER	RACE	<input type="checkbox"/> BLACK <input type="checkbox"/> WHITE	<input type="checkbox"/> INDIAN <input type="checkbox"/> ASIAN	<input type="checkbox"/> OTHER
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ADDRESS STREET - P.O. BOX CITY STATE ZIP CODE

TYPE OF RECORD CHECK — PROCESSING FEE — METHOD OF PAYMENT

(per Sections 43.527 and 43.530, RSMo.)

- | | | |
|--|---|--|
| <input type="checkbox"/> \$14.00 NAME SEARCH
Based on NAME, DATE OF BIRTH,
AND SOCIAL SECURITY NUMBER.
Response will be returned with all open
records and records of conviction. | <input type="checkbox"/> \$20.00 FINGERPRINT SEARCH
<input type="checkbox"/> Open Records
<input type="checkbox"/> Open and Closed Records | <input type="checkbox"/> \$2.00 NOTARY LETTER |
|--|---|--|

Fee is payable either by check or money order (NO CASH) to "State of Missouri, Criminal Record System Fund."
Either the Date of Birth OR Social Security Number MUST be provided for processing.
For faster processing criminal record checks are available online at: www.machs.mo.gov

Please forward the request and fee to:
**Missouri State Highway Patrol
Criminal Justice Information Services Division
Post Office Box 9500
Jefferson City, MO 65102**

MSHP / CENTRAL REPOSITORY RESPONSE

SEND REPLY TO (Print or type your mailing label below.)

Telephone (include area code) _____



**Criminal Justice Information Services Division
General Information**

The Missouri Criminal Records Repository (MCRR) collects, maintains, and disseminates Criminal History Record Information (CHRI) as defined by Sections 43.500 and 589.400, RSMo. CHRI is information collected by criminal justice agencies on individuals and consists of arrests, prosecutions, final dispositions, correctional supervision, and releases. All felony and serious misdemeanor arrests (referred to as reportable arrests), including offender registration information as defined under Section 589.400, RSMo, and all alcohol and drug related traffic offenses are reportable to the MCRR.

Criminal background checks may be requested by means of:

- 1) A **Personal Identifier Search** (name-based) which searches information based on the name, date of birth, and social security number of an individual.
- 2) A **Fingerprint Based Search** which searches the state's criminal history files by conducting a fingerprint comparison of the applicants fingerprints with the criminal (arrest) fingerprints on file with the Central Repository. Fingerprint images are collected and submitted using the standard federal applicant fingerprint card (FD-258).

The Personal Identifier Search requires a payment of **\$14.00** per request. The background check results are considered a "**possible match**" and will include only open records. Any individual, business, or agency may request and receive open record information by means of a personal identifier search. **Open records include:**

- Records containing convictions, such as plead guilty to, or convicted of.
- Arrest information that is less than 30 days old from the date of arrest.
- Charges filed from the prosecutor, awaiting final disposition from the court.
- Records that contain a suspended imposition of sentence (SIS) during the probation period.

A Fingerprint Based Search requires a payment of **\$20.00** per request. The results of a fingerprint-based background check are considered a "**positive match**" and will provide either open records or closed (complete) records as requested by the applicant.

An applicant may choose to conduct a fingerprint based criminal record check containing open records thus limiting the dissemination of criminal history information to **only** open record information. The Criminal Justice Information Services (CJIS) Division will release fingerprint-based criminal history information containing only open record information to any individual, business, or agency when requested by the applicant.

An applicant may choose to conduct a fingerprint-based criminal record check for release of closed records thus allowing dissemination of all criminal history information on file with the Central Repository. Closed records will only be released with a record check submitted by means of a fingerprint comparison and will only be released directly to the applicant or to a qualified entity if authorized in accordance with Section 610.120 and Chapter 43, RSMo. **Closed records include:**

- All criminal history data, including all arrests (filed or not filed charges).
- Charges that have been nolle prossed, dismissed, or found not guilty in a court of law.
- Suspended Imposition of Sentence (SIS) after the probation period is complete.

Notary Letters are provided upon request and require an additional \$2.00 processing fee, per request. A notary letter may be requested with either a personal identifier search or a fingerprint search.

PENALTY — A person who knowingly violates any provision of Sections 43.532, 43.540, 610.100, 610.105, 610.106 or 610.120 RSMo is guilty of a class A misdemeanor.

FBI Record Requests

The FBI only has open files meaning that if someone has the authority to receive the records; they receive all that is on file.

Individuals that need a Federal or Federal Bureau of Investigation (FBI) background check, for personal reasons or for employment purposes for entities not authorized through Missouri State Statute or the Missouri VECHS program, can submit fingerprints with an \$18.00 fee directly to the FBI. For information on how to obtain a federal background check directly from the FBI, please refer to information regarding the FBI's Identity History Summary Check on the FBI's website at www.fbi.gov.