



Fort Bend County  
ESD #4



Fulshear Simonton  
Fire Department

Employment Application  
Fort Bend County Emergency Services District No. 4  
Fulshear Simonton Fire Department

Please keep the following in mind while completing the application:

1. Please read each question and all instructions carefully while completing the application. Answer all questions truthfully and accurately.
2. If a question is not applicable to you, enter N/A in the space provided.
3. If there is not enough space to answer a question, please attach extra sheets to the last page of the application. On the top of each extra page, write the section name.
4. Any candidate submitting an incomplete application will not be considered for employment.
5. Your application will be evaluated on completeness and neatness.
6. Please download the application from the Department's website. Complete the application using only black or blue ink in your own handwriting. Typed applications will not be accepted. Once the application is complete, please email the document in .pdf format to: [careers@fsfd.org](mailto:careers@fsfd.org)
7. If you have any questions, please contact us at 281-346-2800 or by email at [careers@fsfd.org](mailto:careers@fsfd.org)

Thank you for your interest in Fort Bend County ESD #4 and Fulshear Simonton Fire Department

Please attach the following documents with your application.

- Copy of Texas Emergency Care Attendant, Emergency Medical Technician, or Paramedic Certification, if applicable.
- Copy of Fire Certification, if applicable.

If Fulshear Simonton Fire Department decides to make an offer of an employment to you, the offer is conditioned on you providing the following documents. Please **do not** attach the below documents with your application. We will inform you when they are necessary. The documents are:

- Copy of Birth Certificate
- Copy of your Driver's License
- Copy of your high school diploma or GED certificate
- Copy of College transcripts and/or diploma, if applicable towards fire service
- Copy of Military Form DD-214, if applicable
- Evidence of the legal right to work in the United States

To start the process of becoming employed with the Fulshear Simonton Fire Department, please fill each space in this form. Please mark an "X" when applicable. If qualified for an open position, you will be contacted to proceed through the hiring process.

#### PERSONAL INFORMATION

Name: <i>(First, Middle, Last)</i>	
Address: <i>(Street Name, Apartment #, City, State, Zip Code)</i>	
Home Phone Number:	
Cell Phone Number:	
E-mail:	
Social Security Number:	

#### ELIGIBILITY

Please mark an "X" if you are compliant or non-compliant with the following pre-requisites for employment with the Fulshear Simonton Fire Department.		
	Yes	No
Are you at least 18 years old?		
Do you possess a valid driver's license?		
Do you have a legal right to work in the United States?		
State your class of driver's license:		

#### APPLICATION INFORMATION

	Full Time	Part Time	Volunteer
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Type of Employment Desired			
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Date of Application (MM/DD/YEAR)	
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How were you referred to the Fulshear Simonton Fire Department? If referred by an individual, please state their name.	
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State the position you are applying for:	
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Would you like to be considered for another position?	
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	Yes	No
Have you ever applied to this department before?		
If yes, when? (MM/DD/YEAR)		

**EMERGENCY CONTACT INFORMATION**

Name: (First, Last)	
Address: (Street Name, Apartment #, City, State, Zip Code)	
Home Phone Number:	
Cell Phone Number:	
Relationship:	

**CURRENT EMPLOYMENT INFORMATION**

<b>Current Employer</b>	
Name of Company:	
Address: <i>(Street Name, Apartment #, City, State, Zip Code)</i>	
Phone Number:	
Title of Position:	
Supervisor Name:	
Start of Employment Date:	
Salary or Earnings:	

**FORMER EMPLOYMENT INFORMATION**

<b>Former Employer # 1</b> (please list out in order of most recent former employment)	
Name of Company:	
Address: <i>(Street Name, Apartment #, City, State, Zip Code)</i>	
Phone Number:	
Title of Position:	
Supervisor Name:	
Start of Employment Date:	
End of Employment Date:	
Salary or Earnings:	
Reason for leaving? Please indicate if you were terminated or asked to resign.	

<b>Former Employer # 2</b> (please list out in order of most recent former employment)	
Name of Company:	
Address: <i>(Street Name, Apartment #, City, State, Zip Code)</i>	
Phone Number:	
Title of Position:	
Supervisor Name:	
Start of Employment Date:	
End of Employment Date:	

Salary or Earnings	
Reason for leaving? Please indicate if you were terminated or asked to resign.	

<b>Former Employer # 3</b> (please list out in order of most recent former employment)	
Name of Company:	
Address: <i>(Street Name, Apartment #, City, State, Zip Code)</i>	
Phone Number:	
Title of Position:	
Supervisor Name:	
Start of Employment Date:	
End of Employment Date:	
Salary or Earnings:	
Reason for leaving? Please indicate if you were terminated or asked to resign.	

<b>Former Employer # 4</b> (please list out in order of most recent former employment)	
Name of Company:	
Address: <i>(Street Name, Apartment #, City, State, Zip Code)</i>	
Phone Number:	
Title of Position:	
Supervisor Name:	
Start of Employment Date:	
End of Employment Date:	
Salary or Earnings:	
Reason for leaving? Please indicate if you were terminated or asked to resign.	

**BACKGROUND INFORMATION**

Has your Driver's License ever been	
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suspended or revoked? <i>(Yes or No)</i>	
If yes, give reason, date and length of suspension:	

Identify all traffic citations you have received within the last 5 years, excluding parking tickets:			
Month/Year	Violation	City/State	Disposition ( e.g. defensive driving, dismissed)

Have you ever been arrested or detained by law enforcement? <i>(Yes or No)</i> If yes, please complete the following.				
Agency	Offense	Date	Location	Outcome

Have you ever been convicted of a felony? <i>(Yes or No)</i>	
If Yes, describe location, date and offense. (If additional space is needed, please attach a separate document to this application.)	

### EDUCATION INFORMATION

Name of High School:	
Did you Graduate from High School?	
If applicable, did you receive a GED?	

Name of College:	
Field of Study:	
Did you graduate?	

Name of College:	
Field of Study:	
Did you graduate?	

Other School:	
Field of Study:	
Did you graduate?	

### Fire Fighting Experience

	Yes	No
Are you employed as a full time fire fighter?		

If yes, what is the name of the department?	
If no, who is holding your commission?	

Are you willing to work...	Yes	No
Days		
Nights		
Weekends		
Holidays		
Do you understand that if you receive a shift, it will be your responsibility to make sure that the time is covered for the entire shift?		
Are you willing to work and train with the volunteer membership?		

### Former Fire Fighting Experience

Name of Department	Address of Department	Position: Volunteer, Duty Crew Paid	Years of Service


**Military Service**

Have you ever served in the U.S. Armed Forces or State Military Forces? <i>(Yes or No)</i>	
Date of Discharge:	
Highest Rank Held:	
Branch of Service:	
Job Title:	

**Character References**

*Please list four people that we can inquire about your character. Please **DO NOT** include employers, relatives, or supervisors.*

Name: <i>(First, Last)</i>	
Phone Number:	
Relationship:	

Name: <i>(First, Last)</i>	
Phone Number:	
Relationship:	

Name: <i>(First, Last)</i>	
Phone Number:	
Relationship:	

Name: <i>(First, Last)</i>	
Phone Number:	
Relationship:	

**Read the following statements carefully and indicate your understanding and acceptance by signing and dating in the space provided below.**

1. I authorize any persons or organizations referenced in this application to give the Fulshear Simonton Fire Department any and all information, personal, and/ or otherwise, with regard to any subjects covered by this application, and I release all such parties from all liability from damages which may result from furnishing such information to the Fulshear Simonton Fire Department.
2. I can physically meet the requirements of the position for which I am applying. I understand that if I have a pre-existing medical condition, illness, or injury that it is required



by the Fulshear Simonton Fire Department, that I receive approval to participate in fire department activities from my personal physician.

3. By accepting employment with the Fulshear Simonton Fire Department, I agree that I can meet the scheduling requirements listed in the job description.

4. I understand that upon an offer of employment I will be required to pass a background check, drug screening, and physical agility test (dependent upon the position) as a condition of employment.

5. I hereby certify that the facts set forth in the completed employment application are true and complete to the best of my knowledge. I understand that if employed, falsified statements on this application may result in dismissal. I release and hold harmless any person, firm, or entity that discloses matters in accordance with this authorization from liability that might otherwise result from the request for use of and/or disclosure of any of all of the foregoing information. You are hereby authorized to make any investigation of my personal history, academic record, professional credentials, military service records, criminal history, driving record, financial record, and credit record.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<i>For personnel department only</i>	
Interview Date:	
Additional Notes:	
By:	



FULSHEAR SIMONTON FIRE DEPARTMENT  
FIRE CAPTAIN

POSITION: FULL TIME CAPTAIN  
SALARY: \$26.00 hour  
FLSA: Nonexempt

Job Goals:

- Under general supervision,
- Suppress fires using firefighting equipment;
- Perform emergency medical treatment at an emergency medical technician - basic level;
- Perform rescues using ropes and associated hardware and power tools;
- Respond to and address hazardous materials releases as appropriate;
- Assist in fire prevention, public relations and educational activities;
- Be able to complete TEXFIRS reports and daily check sheets
- Must possess good leadership skills at the company officer level.
- Be able to communicate effectively both verbally and in writing;
- Operate and maintain firefighting equipment;
- Operate and maintain emergency, non-emergency vehicles;
- Perform station maintenance task and inspections;
- Perform related work as required.
- Requires working 24 hour shifts, overtime, call-out, holidays and weekends.

Qualifications:

CERTIFICATION & LICENSE:

1. Certification as a Basic Firefighter or higher by the Texas Commission on Fire Protection
2. Certification as an Emergency Medical Technician – Basic or higher from the Texas Department of State Health Services
3. TX Class B Driver License or higher
4. 3 years firefighting experience (5 years preferred)
5. Certifications in National Incident Management System (NIMS 100,200,700)
6. Fire Officer I certification must be obtained prior to final offer of employment
7. All above listed certification and licenses are required to be maintained

#### PRIMARY DUTIES AND RESPONSIBILITIES:

1. Respond to emergency calls; drive fire apparatus to incident scenes; provide appropriate services as required including rescue, emergency medical service and fire suppression; prepare reports regarding emergency incidents as assigned.
2. Drive, operate, inspect, repair and perform other technical tasks related to the apparatus and equipment in the Fire Department.
3. Perform rescue for trapped or injured persons; provide necessary emergency medical services; operate numerous types of rescue, emergency medical and fire suppression equipment as necessary.
4. Respond to fire alarms; drive assigned apparatus; assist in firefighting operation including laying and connecting hoses, maintaining pumping apparatus, holding nozzles and directing water streams or other chemicals and raising and climbing ladders; assist with medical and rescue needs at fire scenes; determine hydrant/hose operations at incident scene.
5. Maintain appropriate certifications through constant training; participate in and direct instruction for department personnel.
6. Clean, re-equip, and re-stock vehicles after each call. Clean areas of responsibility. Perform inventories and vehicle checks on a daily basis.
7. Participate in cleaning and maintaining station facilities, equipment and apparatus; ensure that appropriate conditions are maintained at assigned station; ensure that all equipment and apparatus is in a constant state of readiness for emergency calls.
8. Study street and apartment locations in assigned district; perform inspections of sprinkler systems and other fire prevention devices; participate in a variety of fire prevention operations, activities and programs including training, fire investigations, code enforcement; participate in activities and operations in response to natural disasters, major accidents, incidents involving hazardous materials, and other emergency situations.
9. Documentation of information about fire incidents and medical patient reports as required by department policy and state law.
10. Trains staff in work procedures; reviews and approves reports prepared by staff.
11. Supervises crews; makes decisions to ensure safety of crew at scene of emergency.
10. All other duties as assigned.