



## MISSOULA RURAL FIRE DISTRICT APPLICATION RESIDENT VOLUNTEER FIREFIGHTER

2521 South Avenue West  
Missoula, Montana 59804  
(406) 549-6172  
www.MRFD FIRE.org

Please type or print legibly in ink and complete all sections.

Today's Date: _____/_____/_____		Date Available to Begin: _____/_____/_____	
Last Name:		First Name:	Middle Initial:
Have you ever worked or attended school under any other name(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, please provide the names: _____			
E-mail Address (please print clearly): _____			
Mailing Address:		City:	State: Zip:
Home/Cell Telephone No.:		Work Telephone No.:	
List all counties/states where you have resided: _____ _____			
Do you hold a valid driver's license? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, provide the license number: _____ State: _____			
List all states where you have held a driver's license: _____			
Do you have a current commercial driver's license? <input type="checkbox"/> Yes <input type="checkbox"/> No			
List all states where you have held a commercial driver's license: _____			
Have you worked or volunteered for the Missoula Rural Fire District before? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, list the dates and your job/volunteer title: _____			
Do you have any relatives employed by or currently volunteering for Missoula Rural Fire District? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, list names: _____			
Are you 18 years of age or older? <input type="checkbox"/> Yes <input type="checkbox"/> No (If offered a position, you may be required to submit proof of your age)			
Are there currently any criminal charges pending against you? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Have you ever been convicted of a misdemeanor or felony? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Have you had your driver's license suspended or revoked in the past five years? <input type="checkbox"/> Yes <input type="checkbox"/> No			
(If you answered "yes" on any of the above questions, provide details on a separate sheet of paper. A "yes" answer does not automatically disqualify you from being a resident volunteer firefighter as the nature of the offense, date and position for which you are applying is also considered.)			

**TWO PERSONAL REFERENCES (Please do not include relatives or former employers)**

Name:	Phone No.:
Address:	Occupation:
	Relationship:
Name:	Phone No.:
Address:	Occupation:
	Relationship:

**RESIDENTIAL HISTORY**

Address:	Landlord Name: (If applicable):
Dates:	Phone No.:
Address:	Landlord Name: (If applicable):
Dates:	Phone No.:

**EDUCATION**

Name/Location of High School:		High School Diploma:	
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> GED	
Institution:	School/Location:	Course of Study:	Degree? (yes/no)
Community College			
Technical			
College/University			
Graduate			

**PROFESSIONAL LICENSES, REGISTRATIONS AND CERTIFICATES**

List any professional licenses, registrations or certificates relevant to this position.

Do you have an EMT license?    Yes    No   State: \_\_\_\_\_

Expiration date of Montana Board of Medical Examiners EMT license: \_\_\_\_/\_\_\_\_/\_\_\_\_ (If State of Montana license is in process, please indicate expected date of receipt \_\_\_\_/\_\_\_\_/\_\_\_\_ and include copy of National Registry EMT certification or current out-of-state license.)    Not Applicable

**EMPLOYMENT HISTORY**

Please list your employment experience, beginning with your most recent employment. If necessary, additional sheets may be attached to this application form.

Present or Last Employer:	Employment Dates:
Title/Position:	Hours Per Week:
Address:	Full Time/Part Time:
Telephone:	Reason For Leaving:
Supervisor:	May we contact your present employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Describe your duties in detail (knowledge, skills, abilities required, employees supervised, accomplishments):	

Employer:	Employment Dates:
Title/Position:	Hours Per Week:
Address:	Full Time/Part Time:
Telephone:	Reason For Leaving:
Supervisor:	May we contact your previous employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Describe your duties in detail (knowledge, skills, abilities required, employees supervised, accomplishments):	

Employer:	Employment Dates:
Title/Position:	Hours Per Week:
Address:	Full Time/Part Time:
Telephone:	Reason For Leaving:
Supervisor:	May we contact your previous employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Describe your duties in detail (knowledge, skills, abilities required, employees supervised, accomplishments):	

**VOLUNTEER EXPERIENCE**

If necessary, additional sheets may be attached to this application form.

Volunteer Organization:	Position:
Address:	Dates of Participation:
	Hours Per Week:
Telephone:	Supervisor:

Describe your duties and responsibilities:

**OTHER SKILLS OR EXPERIENCE**

List any other skills or experience relevant to this position.

**SUPPLEMENTAL QUESTION**

Why do you want to become a resident volunteer firefighter with Missoula Rural Fire District?

**NONDISCRIMINATION STATEMENT**

At the Missoula Rural Fire District, we maintain a work environment free from discrimination, harassment, and bias in accordance with federal, Montana state, and local laws. We do not discriminate on the basis of race, color, national origin, religion, sex (including pregnancy, gender identity, and sexual orientation), age, disability, marital status, veteran status, or any other protected class. We are dedicated to equal opportunity and value diversity, equity, and inclusion, ensuring that every team member and community member is treated with dignity and respect.

## APPLICANT'S ACKNOWLEDGEMENT, AGREEMENT AND AUTHORIZATION

1. I authorize the Missoula Rural Fire District to investigate all statements contained in my application. I expressly authorize the release of any and all information concerning my employment history, by any current or former employer, governmental agency, institution, or other entity. I release all such parties from any and all claims, liabilities, or damages arising from the disclosure of this information. A copy of this authorization may be used in place of the original.
2. I acknowledge that if I apply for a position requiring compliance with 49 CFR Parts 382, 391, 392, and 395, I may be required to undergo pre-employment drug and alcohol testing. I further understand that continued participation as a resident volunteer firefighter may require additional testing, and that a negative result is a condition of continued service.
3. If I am accepted as a resident volunteer firefighter, I understand that I will be subject to a criminal background check and a motor vehicle records check. I authorize the Missoula Rural Fire District to review these records as part of the onboarding process. I understand that the necessary authorization forms for these checks will be provided to me upon acceptance.
4. I certify that all information and documents submitted in connection with this application are true and complete to the best of my knowledge. I understand that any false or misleading information may disqualify me from consideration or result in termination of my service.
5. I understand that information provided in this application is subject to verification, including contacting previous employers as references.
  - I wish to be informed before my present employer is contacted.
  - I do not need to be informed before my present employer is contacted.
6. I understand that acceptance of this application does not create a contract of employment. As a resident volunteer firefighter, I may be dismissed at any time, with or without cause.
7. If accepted, I agree to comply with all applicable Missoula Rural Fire District policies, expectations, rules, and directives.
8. I understand that serving as a resident volunteer firefighter includes housing provided by the Missoula Rural Fire District. If I am dismissed or otherwise end my volunteer service, I agree to vacate the provided housing within a reasonable period, as determined by the Fire District.
9. I understand that not all applicants will be interviewed, and that not all interviewed applicants will be selected.
10. I have reviewed the Resident Volunteer Firefighter Requirements and Expectations attached to this application and agree to comply with all responsibilities, conditions, and standards described therein.

### **CERTIFICATION**

I have read and understand the above acknowledgments and authorizations. I certify that this application is true and complete to the best of my knowledge.

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

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

Printed Name: \_\_\_\_\_



# MISSOULA RURAL FIRE DISTRICT

## RESIDENT VOLUNTEER FIREFIGHTER

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### REQUIREMENTS AND EXPECTATIONS

#### Residency Commitment

- Reside at the fire station full-time for at least two years.
- Serve on duty every third day, completing 12-hour shifts from 7 PM to 7 AM.

#### Station Responsibilities

- Always be on time and check in with the engine officer when you arrive.
- Have your gear ready for responding when you are in the fire station.
- If you are in the fire station and ready to respond, make sure your accountability tags are in the proper place on the engine.
- Participate in daily fire station routines, including getting up early, washing engines, making coffee, emptying dishwashers, and assisting with other tasks.
- Help with fire station chores, regardless of whether it is your shift, and always clean up after yourself.
- Communicate any scheduling changes or availability updates with the engine officer.

#### Training & Operational Readiness

- Attend all required Fire District trainings. If you are scheduled on shift, confirm with your engine officer whether you should attend.
- Develop a thorough understanding of engine equipment, operations, and placement within 3 months.
- Maintain the physical endurance necessary to wear a minimum of 50 lbs. of firefighting gear for extended periods and successfully pass the Fire District's physical ability test.
- Fulfill EMT training requirements and certification within your first 12 months as a resident volunteer firefighter.
- Successfully complete Driver/Operator training within your first 12 months as a resident volunteer firefighter.

#### Professional Standards

- Dress appropriately, representing the Fire District professionally at all times.
- Uniform items are for on-duty use only and should not be worn outside the fire station when off duty.
- Know and follow the Fire District's rules, standard operating guidelines, and policies.
- Recognize the chain of command and fulfill your responsibilities within your assigned role.
- When you are training or on scene of an emergency incident, keep your phone in your pocket and stay focused.
- Conduct yourself professionally in public while representing the Fire District, including when in uniform or at official events.
- Maintain a respectful and inclusive environment, fostering teamwork and collaboration.
- If a call affects you emotionally, speak with fellow firefighters, career staff, or use the Employee Assistance Program.

### **Prohibited Conduct**

- Alcohol, illegal drugs, and firearms are not allowed in the fire station.
- Personal relationships should be managed appropriately outside the fire station, and no sexual activity is permitted within the fire station.

### **Gear and Accountability**

- Store your gear neatly in your locker when you are not planning to respond on the engine or if you leave the fire station and will not be available to respond.
- If you plan to respond, ensure your gear is stowed correctly on the engine.
- Use the appropriate helmet front when responding, and remove it when you are no longer available.
- Place your name tags on the passport when you plan to respond and remove them when you are unavailable, as this is critical for tracking personnel on scene.
- Inspect your gear regularly, maintain all issued protective equipment, and report any deficiencies to leadership.

### **Compliance**

- Failure to follow these expectations, requirements, or applicable Fire District policies, procedures, or guidelines may result in immediate dismissal as a resident volunteer firefighter.