

**CITY OF MORRISTOWN**  
**CIVIL SERVICE**  
**EXAMINATION**  
FOR  
**FIREFIGHTER RECRUIT**

The Annual Salary for Entry Level Firefighter is \$36,324.08

Examination Date: As announced by the Civil Service Board

Applications may be turned directly into the Human Resources office or mailed to the address listed below.

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**MINIMUM QUALIFICATIONS AND REQUIREMENTS**

Applicants must possess the following minimum qualifications at time of application.

**AGE:** Applicants must be at least 21 years of age effective as of the first day of the month for which the written examination was originally announced and posted, before the application can be accepted. Applicants **MUST** submit the birth certificate with the application.

**EDUCATION:** High School graduate or equivalency. A diploma or certificate **MUST** be submitted with the application.

**DRIVER'S LICENSE:** Applicants are required to possess a Drivers License valid in the State of Tennessee, and if hired, be eligible to obtain a Tennessee Drivers License.

All supportive documents (birth certificate, diploma, etc.) must be turned in with the application. Any applicant currently serving in the military must provide evidence indicating the applicant is in good standing.

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**SELECTION PROCEDURE**

All persons who apply or reapply must successfully complete the written exam and physical performance test in order to become eligible, or to remain eligible.

**SUBJECTS ON**

**WRITTEN TEST:** Ability to Learn, Remember and Apply Information, Reading Comprehension, Interests, Situational Judgment, Logical and Mathematical Reasoning Ability

Prior to final selection & appointment, all applicants must also submit to, and be approved by the following procedures:

- Drug and Alcohol Testing
- Background Investigation
- Extensive Physical Examination

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## FRINGE BENEFITS

Employees and their dependents are eligible for certain benefits. Current benefits include coverage under the following insurance plans: health insurance (premiums paid 85% by the City); dental insurance (premiums paid 100% by the City); vision insurance (premiums paid 100% by the City). Employees are covered under the following insurance plans: life insurance equal to two times an employee's annual salary (premiums paid 100% by the City); long-term disability insurance (premiums paid 100% by the City). Other benefits for employees include the following: participation in the Tennessee Consolidated Retirement System; longevity and attendance bonuses for those who qualify; 8 hours of sick leave each month; 10 days of paid vacation each year, with increases based on longevity; 10 paid holidays each year.

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## GENERAL INFORMATION

**APPLICATION:** Applications can be obtained through the Human Resources Department, 100 West 1<sup>st</sup> North Street, in the City Center, Morristown, TN 37814; and the City's website at [www.mymorristown.com](http://www.mymorristown.com).

**RESIDENCY:** Applicants must live within 30 miles of Fire Station #1, located at 625 S. Jackson Street, Morristown, TN, within 180 days of employment.

**CITIZENSHIP:** Applicants must be legal citizens of the United States.

**VETERANS PREFERENCE:** Veterans preference credits will be awarded, providing a copy of DD-214 is filed. Disability, if claimed, must be supported by proof (plus amount) and must be filed before the date of examination.

**APPOINTMENTS:** As vacancies occur, they will be filled from the eligible register in accordance with Civil Service Rules and Regulations.

**EXAMINATION RESULTS:** You will be notified by mail of the results of the examinations. Exam scores will not be given out over the telephone.

**TRAINING:** All necessary training is provided.

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CITY OF MORRISTOWN, Human Resources, 100 W. 1<sup>st</sup> North Street, P.O. Box 1499,  
Morristown, TN 37816 (423) 581-0100

The City of Morristown does not discriminate on the basis of race, color, national origin, sex, religion, age, veteran status or disability condition in employment opportunities.

**!!!ATTENTION!!!**  
**FIREFIGHTER APPLICANTS**

**Please use this checklist to ensure that you have submitted all necessary documents with your application. It is recommended that you turn in all required documents along with your application. If you do not submit ALL these documents your application will be considered incomplete and will be returned to you.**

- Completed and Signed Application
- Authorization to Release Information forms
- Release of Liability for Physical Fitness Activities and Training (signed and witnessed)
- Copy of Birth Certificate
- Copy of High School Diploma or GED and College Degrees if applicable
- Copy of DD-214, DD-215 or Documentation of Current Standing if applicable
- Copy of Drivers License

**PLEASE SUBMIT THIS CHECKLIST WITH YOUR  
APPLICATION MATERIALS.**

## **ATTENTION – ALL POLICE AND FIRE APPLICANTS**

This form **MUST** be fully completed when your application is submitted for employment with the Morristown Police or Fire Department only. It must be notarized by an authorized individual. Failure to submit this form fully completed may result in disqualification from the testing process.

### **Authorization for Criminal History and Background Check Inquiry**

I, the undersigned applicant, do authorize the City of Morristown and/or the Morristown Police Department, by and through its agents and representatives and employees, to make inquiry, whether verbal or electronic, of any and all law enforcement agencies or clerks of courts, whether state, federal or local, concerning by criminal history of any offenses that I have had for any misdemeanor or felony.

I, the undersigned, also authorize the City of Morristown and/or the Morristown Police Department, by and through its agents and representatives and employees, to make inquiry into my personal background, to include past and present employers, past and present acquaintance, past and present neighbors, etc.

\_\_\_\_\_  
Name (PRINT)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_

**RELEASE OF LIABILITY  
PHYSICAL FITNESS ACTIVITIES AND TRAINING**

**THAT I,** \_\_\_\_\_, *(print or type your full name)* for valuable and sufficient consideration, being the opportunity to apply for and be considered for employment by the City of Morristown, Tennessee, do by these presents for myself, my heirs, executors, and administrators, hereby remise, release, and forever discharge the City of Morristown, Tennessee, of and from any and all manner of action or actions, cause or causes of action, suits, liability for personal injury or death or property damages incidental thereto, including, but not limited to, medical bills, life earnings, pain and suffering, claims and demands whatsoever, in law or equity, which against the City of Morristown or its employees, servants, agents, or representatives I have had, now have, or which I may have on account of my taking and participating in a physical performance test given by the City of Morristown, physical performance test preparations, physical fitness activities and training, and anything incidental thereto, or which my heirs, executors, or administrators hereafter can, shall, or may have, for or by reason of any matter, cause or thing whatsoever from the date of these presents forward.

**FURTHERMORE,** I realize the potential danger and hazard in the aforementioned test, and anything incidental thereto, and therefore I hereby voluntarily assume all risks and dangers to both my health, life, and property regardless of the nature or method of creation of such risks and dangers, and do hereby agree to release and indemnify the City of Morristown, its employees, servants, agents, and representatives from any and all liability attributable to said City and/or its employees, servants, agents, or representatives as a result of my participation in the aforementioned physical performance test, physical performance test preparations, and physical fitness activities and training. Further, I hereby bind my heirs, executors, administrators, and assigns to said assumption and agreement of indemnification. It is hereby expressly understood and agreed that this release of liability shall apply to any and all claims which may arise from any source whatsoever, including but not limited to, any possible actions of the City of Morristown, or its employees, servants, agents, or representatives.

**IT IS** my intent in agreeing to the above provisions that neither the City of Morristown nor any of its employees, servants, agents, or representatives be held liable or be required to expend any monies for any reason whatsoever in regard to my participation, involvement, or connection with the physical performance test and preparation, physical fitness activities and training, or anything incidental thereto.

IN WITNESS THEREOF, I have hereunto set my hand and seal this \_\_\_\_\_

day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness Signature

**THE FOLLOWING IS TAKEN FROM THE MORRISTOWN CIVIL SERVICE PUBLIC SAFETY QUALIFICATIONS AND STANDARDS FOR ENTRY LEVEL FIREFIGHTERS.**

Individuals must meet the following qualifications at the time of application or as indicated in order to be admitted to the testing and evaluation process for a potential entry level position with the Fire Department.

1. Be a U.S. citizen and be fluent in reading, writing and comprehending the English language without assistance.
2. Be at least 21 years of age effective as of the first day of the month for which the written examination was originally announced and posted.
3. Possess a driver's license valid in the State of Tennessee and have no more than three (3) moving violations or at-fault accidents during the preceding three (3) years. Have no alcohol or drug related driving convictions in the past 10 years.
4. Have graduated from an accredited high school or successfully completed the General Education Development Test (GED).
5. Be in good physical and mental health and be able to perform the essential functions of the position. The city requires all applicants who are offered a position to take a medical fitness test administered by the City. Applicants must pass the medical fitness tests to become a firefighter with the City.
6. Applicant must possess normal color discrimination, normal binocular coordination, and normal peripheral vision. Far visual acuity shall be at least 20/30 binocular corrected with contact lenses or spectacles. Far vision acuity uncorrected shall be at least 20/100 binocular for wearers of hard contacts or spectacles. Successful long-term contact lens wearers shall not be subject to the uncorrected criterion. Visual field performance without correction shall be 140 degrees in the horizontal meridian in each eye. In order for the applicant to be eligible for hiring, the City physicians report must conclude that the applicant has the visual ability to perform the duties of the position.
7. Hearing loss must not exceed a 25 decibel average (ANSI) in either ear or three (3) of the four (4) frequency ranges of 500, 1000, 2000, 3000 Hertz. No single reading in these ranges may exceed 30 decibels and no applicant will be accepted if found to have a hearing loss exceeding the 35 decibels at 500 or 45 decibels at 4000 Hertz. Decibel readings must be recorded at 500, 1000, 2000, 3000, and 4000 Hertz.
8. Applicants must have no record of felony convictions or of a misdemeanor conviction involving moral turpitude for which the punishment could have been imprisonment in a federal penitentiary or state facility.
9. If an applicant previously served in the military, that applicant must have received a discharge other than a dishonorable or bad conduct discharge. If the applicant is currently serving in the National Guard or Reserves, proof of status must be provided.

## ENTRY LEVEL FIREFIGHTER PHYSICAL ABILITY TEST

Firefighting is a strenuous, labor intensive activity which requires upper and lower body strength, balance, and the ability of the body to sustain periods of extreme aerobic activity. The safety of the public and other firefighters requires the candidate to possess and demonstrate the ability to safely engage in these activities. Candidates will complete the following activities in a period of not more than five (5) minutes:

Candidates will perform all tasks in sequence. Candidates will not be allowed to run from one station to the next station. Candidates will not be allowed to run while performing the function of the station.

The initial station will consist of either 35' fire department ladder, fully extended, and set at approximately 75 degrees or an elevating platform apparatus with the fly sections extended to 35' above ground and elevated to 75 degrees. The candidate will climb to the top of the ladder, raise to the top of the ladder a 50 foot section of 2 ½ inch hose tethered to a rope using a hand over hand method, lower the hose to the ground using a hand over hand method, and then descend the ladder. **This is an un-timed operation.** When the candidate steps down and touches the ground, time will begin. After touching the ground, the candidate will proceed to the first station.

\*Fire Department operations require that firefighters be able to work off of ladders or platforms up to 90 feet of the ground and to lift and lower tools and hose. This station is designed to test the ability of the candidate to perform vertical operations lifting and lowering Fire Department equipment. For safety of the candidate, this operation is the only un-timed station in the test.

### **1. HYDRANT OPERATION**

Task Description: Opening and Closing a Hydrant

Method of Task: While standing at a fire hydrant, the candidate will perform eight (8) complete revolutions of the hydrant valve stem using a hydrant wrench. The candidate may stand in place or push the wrench around the hydrant.

Job Function: Firefighters are required to open and close hydrants both in emergency situations and during routine testing and maintenance.

### **2. CHOPPING SIMULATION**

Task Description: Complete twenty (20) acceptable impacts on a target using an eight (8) pound sledgehammer.

Method of Task: The candidate will strike a target with an eight (8) pound sledgehammer twenty (20) times.

For a hit to be acceptable, the candidate must lift the sledgehammer a minimum distance of 24 inches above the target, apply downward force sufficient to penetrate roofing materials, and return the sledgehammer to the 24 inch minimum position above the target. This action will constitute an acceptable hit. The method will be demonstrated by Morristown Fire Department personnel prior to testing to assure the candidate has an understanding of the requirement.

Job Requirement: To create an effective ventilation opening in the roof of a commonly encountered structure requires the firefighter to strike approximately twenty (20) blows with an eight (8) pound axe. Each blow must have sufficient force to penetrate shingles, plywood, and other roofing materials.

\*Ventilation allows smoke, heat, and toxic fire gases to exit the fire building. This assists in locating fire victims and in creating viable conditions for their survival. Ventilation is coordinated with fire attack and must be accomplished in a timely manner to assure that the safety of the attack team is not compromised and that the fire is controlled efficiently and effectively.

### **3. LADDER HANDLING**

Task Description: Removing ladders from apparatus, carrying ladders on the fireground and back to the apparatus, and replacing ladders on apparatus.

Method of Task: The candidate will use designated rungs to pick up a 24 foot extension ladder hanging horizontally on a rack 29 inches from the ground and lift it to rest on a rack 57 inches from the ground. The ladder will then be released. The ladder must be secured on the rack. The candidate will then remove the ladder from the 57-inch rack and replace it on the original rack. The 24-foot ladder weighs approximately 75 pounds.

Job Function: Firefighters are required to routinely remove, carry and replace ladders on apparatus. This station simulates removing and replacing ladders from apparatus racks.

### **4. HOSE DRAG**

Task Description: Extending hose lines for firefighting.

Method of Task: The candidate will place a nozzle connected to 200 feet or a dry 2 ½ inch hose line, arranged in an accordion fold, over the shoulder and fully extend the hose. The weight of the drag will increase as the hose is extended. At completion, the candidate will be dragging approximately 165 pounds.

Job Function: Firefighters are required to remove and extend fire hoses of various sizes from pumpers for use as supply lines and for attack lines. This station simulates the ability to hand lay a supply line from the pumper to a water supply.

### **5. MANNEQUIN DRAG**

Task Description: Drag a 105 pound mannequin 75 feet.

Method of Task: Candidate will drag a 105 pound mannequin backwards 75 feet. The mannequin will be grasped by a belt attached around the torso and dragged without stopping or losing contact with the mannequin to the finish line. A ten (10) second penalty will be assessed each time the candidate stops or loses contact with the mannequin.

Job Function: Firefighters perform rescues of adults weighting in excess of 200 pounds. In emergency cases, the victim is rarely carried but is dragged to safety. This task is commonly performed by two firefighters with distances of 75 feet being average.



## **INSTRUCTIONS FOR FIREFIGHTER APPLICANTS**

This application must be returned to the City of Morristown, Human Resources Department, 100 W. 1<sup>st</sup> North Street, P.O. Box 1499, Morristown, TN 37816, no later than the posted deadline. If mailing, the application must be postmarked by the deadline.

### **FILE WITH YOUR APPLICATION THE FOLLOWING:**

1. A copy of your birth certificate
2. A copy of your high school diploma or GED
3. Military applicants must file one copy of military service record (DD-214). If discharge from active service is other than honorable, a DD-215 must be submitted to provide an explanation for discharge. Any applicant currently serving must provide evidence indicating the applicant is in good standing.
4. Copy of Drivers License valid in the State of Tennessee
5. Copy of College Degrees if earned

You will be mailed an appointment card for the physical exam after you return your completed application. If you are presently in the military service and cannot obtain leave to come to Morristown for the physical exam, please indicate this when your application is returned or contact the Human Resources Department.

It is highly recommended that you return your application with all of the required documents. If you do not possess all of the required documents, return your application by the posted deadline and your remaining documents (i.e., diploma, birth certificate) by the posted document deadline. If all documents are not received by the deadline, you will no longer be eligible to continue through the hiring process.

Those applicants tentatively selected by the Fire Department are required to pass a complete physical examination including drug testing by the City physician prior to the time of employment, and a background investigation.

Please bring PHOTO IDENTIFICATION, and your ADMITTANCE CARD to the physical exam.

## FIREFIGHTER

### GENERAL DEFINITION AND CONDITIONS OF WORK:

Performs intermediate protective service work in fire suppression; work is often performed under emergency conditions and involves personal hazard; does related work as required. Work is performed under the regular supervision of a Fire Lieutenant.

This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, grasping, feeling, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to perceive information at normal spoken word levels; visual acuity is required for depth perception, color perception, night vision, peripheral vision, use of measuring devices, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions, oils, and wearing a self contained breathing apparatus. The worker may be exposed to blood borne pathogens and may be required to wear specialized personal protective equipment.

### ESSENTIAL FUNCTIONS/TYPICAL TASKS:

- Responding to emergency fire related situations; participating in fire suppression and rescue; maintaining equipment and facilities; participating in continuing training and instruction; assisting with station maintenance.
- Responds to emergency alarms and assists in the suppression of fires including rescue, entry, ventilating, salvage work, containment of hazardous materials, traffic control, crowd control, etc.;
- Responds to first responder medical calls;
- Provides basic medical care to injured or sick persons at emergency incidents;
- Assists with hazardous materials tasks;
- Assists in conducting pre-planning studies and fire hazard inspections;
- Conducts fire inspections; help with cleanup and overhaul work;
- Conducts station tours for citizens;
- Presents and provides fire education materials to the public;
- Assists in maintaining fire apparatus and equipment and cleaning fire station and grounds;
- Participates in continuing training and instruction program by individual study of technical material and attendance at scheduled drills and classes;
- Inspects, cleans and maintains fire hose, pumps, hydrants and related equipment;
- Performs other firefighting and related emergency tasks consistent with standard for position;
- May serve as relief driver and equipment operator when required;
- Performs related tasks as required.

**KNOWLEDGE, SKILLS AND ABILITIES:**

Thorough knowledge of firefighting techniques and procedures as applied to fire suppression; ability to learn technical firefighting principles and techniques and principles of hydraulics as applied to fire suppression; general knowledge of the street system and physical layout of the City; general knowledge of basic medical care; ability to understand and follow oral and written instructions; ability to establish and maintain effective working relationships with associates and the general public.

**EDUCATION AND EXPERIENCE:**

Any combination of education and experience equivalent to graduation from high school and completion of basic firefighter training.

**SPECIAL REQUIREMENTS:**

Possession of an appropriate driver's license valid in the State of Tennessee. Possession of Tennessee First Responder, CPR and Firefighter certifications. Must meet and maintain minimum qualifications for position as established by the Department and the State of Tennessee. Must comply with departmental physical training and/or testing requirements.

# DISCLOSURE FORM

List all previous residences of the last 15 years, beginning with the most recent:

Month and Year		Street Address	City and State
From	To		
<hr/>		<hr/>	<hr/>
<hr/>		<hr/>	<hr/>
<hr/>		<hr/>	<hr/>
<hr/>		<hr/>	<hr/>
<hr/>		<hr/>	<hr/>

In answering the following questions, fully disclose all information including all matters occurring while a juvenile and matters which have been expunged. Failure to fully disclose this information shall result in your disqualification as an applicant for employment. If the space provided to respond is insufficient, please attach an additional page in order to complete your responses.

Have you ever been detained, held, arrested, indicted, or summoned into court as a defendant in a criminal proceeding (regardless of the disposition of the matter), or convicted, fined, imprisoned, or placed on probation in any civil or military court, or have you ever been ordered to deposit bail or collateral for the violation of any law, police regulation, or ordinance? If so, please explain fully in the spaces below (include an attachment if necessary). Your explanation must include dates, locations, charges, and dispositions of all matters including minor violations such as traffic violation. Divorce matters and matters occurring while a juvenile must be included (regardless of the disposition, or whether or not the matters were expunged).

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Please list all family members who currently work for or have worked for the City of Morristown in any capacity:

Name	Relationship	Position	Dates of Employment
<hr/>			
<hr/>			
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I certify that all answers to the above questions are true and complete and I understand that any misrepresentation of or failure to disclose any material facts contained in or required to be contained in this form will cause forfeiture upon my part of all rights to any employment subject to the jurisdiction of the Civil Service Board of the City of Morristown.

\_\_\_\_\_  
Signature (must be signed in ink) \_\_\_\_\_  
Date

City of Morristown  
**Employment Application**



**THE CITY OF MORRISTOWN IS AN EQUAL OPPORTUNITY EMPLOYER** and does not discriminate with regard to employment opportunities and benefits on the basis of race, color, religion, sex, age, national origin, physical or mental disability, or status as a disabled or Vietnam era veteran or any other recognized protected group.

**Overview of the hiring and employment process:** This Application is but one part of the hiring and employment process. All statements on this application will be verified. Any misrepresentation or omission may be grounds for disqualification for employment consideration or continued employment. If you need accommodations in order to complete any part of the hiring process, please ask the Human Resource Representative.

Be sure to read the JOB DESCRIPTION of the Position for which you are applying prior to completing this Application. As you complete this Application, bear in mind the following:

\*We reserve the right to verify all information for accuracy and completeness.

\*All applications for employment are a matter of public record.

\*If you need accommodations in order to complete this Application, please ask for assistance.

This employment application will remain active for a period of 12 months from the date of application. To be considered for employment after that time, a new application is required.

APPLICANT INFORMATION							
Last Name		First		M.I.	Date		
Street Address				Apartment/Unit #			
City			State			ZIP	
Phone			E-mail Address				
Date Available			Social Security No.				
Position Applied for							
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Have you been employed by the city before?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?				
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain				
Do you currently have any relatives working for the city?							

**EDUCATION**

High School				Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		
College				Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		
Other				Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		

**WORK PLACE REFERENCES***Please list three professional references.*

Full Name				Relationship			
Company				Phone			
Address							
Full Name				Relationship			
Company				Phone			
Address							
Full Name				Relationship			
Company				Phone			
Address							

**PERSONAL REFERENCES***Please list three personal references.*

Full Name				Relationship			
Company				Phone			
Address							
Full Name				Relationship			
Company				Phone			
Address							
Full Name				Relationship			
Company				Phone			
Address							

**PREVIOUS EMPLOYMENT**

Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary
			\$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary
			\$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary
			\$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

**MILITARY SERVICE**

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

Based on the job description of the position for which you are applying:  
 Are you able to perform the essential functions of the job which you are applying for?  
 Note: You may be asked to demonstrate these essential functions.

Yes		No	
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**APPLICANT'S STATEMENT**  
***Important – Please read before Signing***

By my signature placed below, I certify that the information provided in this employment application and accompanying resumé (if any) is true and complete and I understand that any misrepresentation or omission may be grounds for disqualification for employment consideration or continued employment.

I authorize the investigation of all statements contained in this application (and accompanying resumé, if any.) I also authorize the City to contact my present employer (unless otherwise noted on this form), past employers and references. I understand that the City may request an investigative consumer report from a consumer reporting agency that includes information as to my character, general reputation, personal characteristics, and I have specifically authorized such an investigation in conjunction with this application for employment.

I authorize any person, school, current employer, past employer, and organization named in this job application (and accompanying resumé, if any) to provide the City with relevant information and opinion that may be useful to the City in making a hiring decision, and I release such persons and organizations from any legal liability in making such statements.

I hereby consent to a complete physical examination, including x-rays after an offer of employment has been made. I hereby agree to a drug screening examination prior to or after an offer of employment. I understand that said offer is contingent upon the satisfactory results of any physical examination or drug screening. Further, I consent to the release to the City of any and all medical information as may be deemed necessary by the City.

I understand and agree that, if hired, my employment is for no definite period of time, and may regardless of the date of payment or stated terms of my wages or salary, be terminated at any time unless restricted by ordinance or otherwise. I understand and agree that my employment relationship with the City, if hired, is an employment-at-will relationship and may be terminated by either me or the City at any time with or without cause, unless restricted by ordinance or otherwise.

I understand that no person is authorized to change the terms mentioned in this employment application and I understand that this employment application is not, and is not intended to be, a contract of employment.

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(Applicant Signature) (Date)

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(Human Resources) (Date)

**AUTHORIZATION TO RELEASE INFORMATION**

To whom it may concern:

I understand that the City or an agent of its choice may conduct a thorough background investigation before rendering a final decision regarding my eligibility for employment. This investigation may include inquires as to my abilities, character, reputation, and physical fitness, to fulfill the essential functions of the position for which I am applying.

To facilitate this investigation, I do hereby give my consent and authority for any educational institution, hospital, medical doctor, police agency or credit reporting agency to furnish information from their records to the City, or an agent of its choice.

With regard to any credit reporting agency which might be contacted by the City, or any agent of its choice: I understand that I may inquire as to the identification of those credit reporting agencies contacted and the City will advise me as to their identity and the nature and scope of the information they furnished, upon receipt of my written request for such.

-----  
(Applicant Signature) (Date)

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(Human Resources) (Date)

-----  
(Full Name of Applicant) (Phone) (Social Security #)

-----  
(Address) (City) (State) (zip)

**STOP - READ CAREFULLY**

If you are **NOT APPLYING** for a Police or Fire position, you have now completed this application.  
If you **ARE APPLYING** for a Police or Fire position, continue completing this application.



I HEREBY voluntarily agree to take an examination, which if satisfactory, will place me on the eligibility list of the Civil Service Board for the position of either Fire Fighter or Police Officer.

Applicant must be:

- \* A minimum age of 21 years.
- \* Of good physical and mental health
- \* Able to perform the essential functions of the job.
- \* Able to satisfy psychological fitness for law enforcement work as determined by a psychological examination.
- \* Able to meet the Fire Fighters professional qualifications as established by the National fire Protection Association.

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(Name) (Date)

I CERTIFY THAT I AM 21 YEARS OF AGE OR OLDER.

Are you a U.S. Citizen: 

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Can you read and write in the English Language: 

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Do you currently have fingerprint information on file at the Tennessee Bureau of Investigation: 

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Have you ever been convicted of a felony or misdemeanor (other than minor traffic offences?) 

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

If yes, explain: