



PERE MARQUETTE CHARTER TOWNSHIP FIRE DEPARTMENT
1040 South Pere Marquette Hwy. • Ludington, Michigan 49431
(231) 843-0324 • PMFD@PMTWP.ORG

FIRE DEPARTMENT APPLICATION PROCEDURES

1. The Pere Marquette Unit of the Mason County Fire Department is an equal opportunity employer.
2. Applicants must meet Pere Marquette Charter Township Board residency requirements.
3. All applications must be filled out completely in black or blue ink or typed neatly.
4. Applications are to be mailed only to:
PM Charter Township Fire Department 1040 S. Pere Marquette Hwy. Ludington, MI 49431
"Firefighter Application" must be marked clearly on the outside of the envelope.
5. Submit clean Xerox copies of relevant training certificates with original application.
6. Application must be signed legibly and dated in ink.
7. Incomplete applications will be rejected and destroyed.
8. Completed applications will be processed on a "first come, first serviced" policy with the exception of filing vacancies requiring specific training or skills.
9. Applications will not be acknowledged except to arrange for an interview.
10. Applications will be kept on file for 12 months from date of receipt. **DO NOT** submit duplicate or "updated" applications during this time.
11. If accepted as a probationary firefighter the following applies:
 - A. Six months *"no contest"* probation.
 - B. Abide by all Mason County Fire Department policies.
 - C. Abide by all Pere Marquette Fire Department policies.
 - D. Abide by all Michigan State Laws.
 - E. Successfully complete *Fire Fighter I* within 24 months of hire.
 - F. No lights or siren on personal vehicle until successful completion of FFTC driving class and approval of chief.
 - G. No driving of fire apparatus until successful completion of FFTC driving class and approval of chief.
 - H. Attend Pere Marquette Fire Department (PMFD) meetings, 2 times per month normally.
 - I. Posses valid Michigan operators license.

The above list of requirements is not designed to scare you, it is just the minimum requirements that a new firefighter must undergo in order to become a member of the best firefighting unit in the county.



PERE MARQUETTE

CHARTER TOWNSHIP

1699 SOUTH PERE MARQUETTE HWY. • LUDINGTON, MICHIGAN 49431
(231) 845-1277 • FAX (231) 843-3330

Application For Employment

Please Print			
Last Name	First Name	Middle Initial	Today's Date
Street Address	City	Zip Code	Phone Number

Department applying for: Check all that apply.

Please attach resume

<input type="checkbox"/> Office	<input type="checkbox"/> Fire Department (See attachment)
<input type="checkbox"/> DPW/ Water/Sewer	<input type="checkbox"/> Parks/ Facilities

GENERAL INFORMATION

What position are you applying for? _____ Full Time Part Time

When are you available to start work? _____ Are you willing to work overtime? Yes No

Are you employed now? Yes No If so, may we contact employer? Yes No

If hired, can you verify that you have the legal right to work in the United States? Yes No

Do you have any special skills, training, or experience which may help quality you for this job? Yes No

If so, please explain: _____

Have you ever been convicted of a crime, excluding misdemeanors and summary offenses? Yes No

If so, please explain: _____

How did you hear about this job? _____

WORK EXPERIENCE - LIST MOST RECENT JOB FIRST

From	Employer's Name/Address/Telephone	Job Title
To		Reason for Leaving
Describe responsibilities		
From	Employer's Name/Address/Telephone	Job Title
To		Reason for Leaving
Describe responsibilities		
From	Employer's Name/Address/Telephone	Job Title
To		Reason for Leaving
Describe responsibilities		

EDUCATION

From	High School Name	Address
To		
Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No		
From	College/Trade School Name	Address
To		
Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No		
From	College/Trade School Name	Address
To		
Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No		
List others, if needed		

CERTIFICATION AND ACKNOWLEDGMENT

I certify that the information provided herein is true and correct to the best of my knowledge. I understand that, if employed, falsified statements on this Application for Employment form will be considered grounds for termination.

Applicants signature	Date
Print Name	