

RIDDLE FIRE PROTECTION DISTRICT

EMPLOYMENT APPLICATION

Position: Recruitment & Retention Coordinator | Full-Time

Please complete all applicable sections. Attach a résumé or additional pages if needed.

APPLICANT INFORMATION

Full legal name: _____

Mailing address: _____

City / State / ZIP: _____

Phone: _____

Email: _____

Date available to begin: _____

Are you legally authorized to work in the United States? ☐ Yes ☐ No

EDUCATION AND TRAINING

Highest level of education completed: _____

School / institution (optional): _____

Relevant certificates, licenses, or specialized training: _____

EMPLOYMENT HISTORY

Employer 1

Employer / organization: _____

Job title and dates employed: _____

Supervisor / contact (optional): _____

Primary duties / reason for leaving: _____

Employer 2

Employer / organization: _____

Job title and dates employed: _____

Supervisor / contact (optional): _____

Primary duties / reason for leaving: _____

RELEVANT QUALIFICATIONS

Describe your experience with volunteer recruitment, retention, community outreach, training coordination, program management, grants, or public safety:

PROFESSIONAL REFERENCES

1. Name / relationship / phone or email: _____
2. Name / relationship / phone or email: _____
3. Name / relationship / phone or email: _____

ADDITIONAL INFORMATION

Why are you interested in serving as the Recruitment & Retention Coordinator for Riddle Fire Protection District?

APPLICANT CERTIFICATION

I certify that the information provided in this application is true and complete to the best of my knowledge. I understand that material misrepresentations or omissions may result in disqualification from consideration or termination of employment. I authorize the District to verify job-related information and references as permitted by law. Any employment offer may be contingent on applicable job-related screening and verification.

Applicant signature: _____

Date: _____

Riddle Fire Protection District is an equal opportunity employer. Applicants are considered without regard to protected status under applicable law.