

# EMPLOYMENT APPLICATION CHECKLIST

Missoula Rural Fire District (MRFD)

## Required Forms:

- Cover Letter and Resume
- Signed "Firefighter Hiring Process Disqualifiers" form
- MRFD Firefighter Application form
- Initialed, Signed, and Notarized Employment Application Affidavit
- Signed and Notarized "Consent for MRFD to Obtain an Investigative Consumer Report"
- Initialed and Signed Consent to Conduct Background Checks
- Signed Noncriminal Justice Applicant's Rights
- Copy – Certificate of Completion for Candidate Physical Ability Test (CPAT)
- Copy – Current Driver's License
- Copy – Current State of Montana- Board of Medical Examiners EMS License
- Copy – Current National EMS Certification (if an out-of-state, non-Montana applicant)

## Voluntary Forms:

- Confidential EEO File Information
- Letters of Recommendation
- Copy – Degrees or Certificates related to listed education or training
- Copy – DD 214 form, if claiming Veteran's preference
- Copy – Current National EMS Certification
- Copy – Current State EMS Certification (if an out-of-state, non-Montana applicant)

## Reference Form:

- You will be asked to complete the "Authorization to Release Information" form at the time of your interview.

## RETURN APPLICATIONS TO:

Missoula Rural Fire District  
2521 South Ave W  
Missoula, MT 59804

*Late or incomplete application packets will not be considered*