



City of La Porte Fire Department

www.cityoflaporte.com/departments/fire/

Application Checklist

<input type="checkbox"/>	Did you include a copy of your birth certificate?
<input type="checkbox"/>	Did you include a copy of your driver's license?
<input type="checkbox"/>	Did you include a copy of your high school diploma or GED certificate?
<input type="checkbox"/>	Is your information authorization form signed and dated by you and a witness?

**Return applications to:
809 West 18th Street
La Porte, IN 46350**

All applications must be postmarked by April 8th 2022.



LA PORTE
I N D I A N A

Fire Department Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email: _____
SSN: _____ DLN: _____

Are you between the ages of 21 and 36 (have not yet reached your 36th birthday)? YES NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Employment History

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 NO

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 NO

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 NO

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a crime in the last 7 years that has not been expunged by a court? YES NO If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Disclaimer and Signature

All applicants will be considered without regard to race, color, religion, sex (including pregnancy, sexual orientation, or gender identity), national origin, age (40 or older), disability and genetic information (including family medical history), or any other basis prohibited by applicable state or federal law. The City complies with its legal obligation to provide reasonable accommodations to qualified individuals with disabilities.

I authorize investigation of all statements made in this application, authorize full disclosure of my work performance and conduct by my present or any former employer, and release all parties from any claims or liability for any damage that may result from furnishing such information. I understand that The City of La Porte is a drug-free environment and conducts tests including pre-employment, random, post-accident, and for-cause. I also understand that negative results of such tests are a condition of employment.

I understand that The City of La Porte cannot guarantee work hours and that as conditions dictate, I may be required to work hours or perform job duties other than those for which I was originally employed. I further understand and agree that if I am employed by The City of La Porte, such employment is for no fixed period, and that The City may terminate my services at any time for any reason or no reason at all.

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____

Date: _____



City of La Porte Fire Merit Commission

February 2022

Dear Applicant,

In accordance with, and pursuant to Indiana Code 36-8-3.5-et. Seq. and La Porte City Ordinance No. 1743, adopting a Merit System for the La Porte City Fire Department, your application will be subject to investigation by this Commission. To be appointed to the Department an applicant must be a citizen of the United States, a high school graduate or equivalent, and at least twenty-one (21) years of age and not over thirty-five (35) years of age. All applicants must pass a preliminary examination for the purpose of determining their physical condition, physical agility, and general aptitude for service as a firefighter. This preliminary examination shall be conducted in the manner and form as may be provided in the rules and procedures as adopted by the Commission. Upon the conclusion of such preliminary examination, the results shall be reduced to writing and filed with the Commission. If the Commission shall find from such preliminary examination that the applicant does not possess the qualifications for hiring the applicant shall be rejected by the Commission.

Educational Requirements

All applicants must be graduates of a duly commissioned high school and, at the Commission's request, must supply a school-certified copy of their credits and grades. Applicants having passed a State accredited G.E.D. examination and subsequently receiving a diploma from a commissioned high school shall be considered as having graduated from a duly commissioned high school.

Resident Requirements

1. Must have adequate means of transportation to and from work.
2. Must maintain in his/her residence, telephone service or and electronic telephone pager system acceptable to the Fire Commission and the Chief of the LaPorte City Fire Department.

Public Employees Retirement Fund (PERF)

As set forth in Public Law 365 Addition (1983) there is a requirement that a physical examination be administered. Each city is permitted to determine acceptable results of said examination for hiring but must retain proof of the examination given and the results obtained. Copies of the same shall be sent to the PERF Board, as a matter of permanent record, after the applicant is hired.

Please return the enclosed application, the release authorization, a copy of your birth certificate, a photocopy of a valid driver's license, and a copy of high school diploma or G.E.D. to the following address on or before 11:59 pm Friday, April 8, 2022. Applications submitted after this time and date will not be considered. The enclosed application form must be filled out in its entirety where applicable.

La Porte Fire Department
Station #1
809 W. 18th Street
LaPorte, IN 46350

Thank you for your interest in the La Porte City Fire Department.

La Porte City Fire Merit Commission

Merit Commission President



809 WEST 18TH ST.

LA PORTE CITY FIRE DEPARTMENT
MERIT COMMISSION

LA PORTE, IN 46350

Date February 2022

Dear Fire Department Applicant,

Thank you for expressing an interest in a career with the LaPorte Fire Department. Every two years a testing procedure is held to rank candidates for hiring, as vacancies become available. The testing consists of a mental aptitude test which will constitute 70% of your final score. Upon completion of the mental aptitude test the top twenty scoring applicants will be invited to an oral interview with a team of Merit Commission members and Fire Department personnel. The interview will constitute 30% of your final score. Additional bonus points will be awarded to candidates that have military service, a college degree, a paramedic certification or previous career firefighting experience. All candidates will be required to pass a Candidate Physical Abilities Test (CPAT) test before a job offer is extended to the applicant. Once an offer of employment is extended, the offer will be contingent upon the candidate successfully completing an aerial ladder climb, a swim test and SCBA claustrophobia test.

The time for the written aptitude test is listed below. More information will be available regarding the interview and CPAT testing after the written aptitude test is complete.

April 16, 2022 (written aptitude test) --- report to the Basement Meeting Room at the La Porte Civic Auditorium, 1001 Ridge St. LaPorte, IN, no later than 7:45 AM. The doors will be locked at 8:00 AM and no further admittance will be allowed after that time. You can expect to be finished by noon.

You must attend this written aptitude test to be eligible for consideration of the oral interview. Failure to do so will result in the disqualification of your application.

Good luck, and thanks again for your interest in the LaPorte Fire Department.

LaPorte City Fire Department
Merit Commission



Authorization to Release Information

I _____
 _____, hereby authorize any person, agency, partnership, or corporation having any information concerning my EDUCATIONAL RECORDS, MEDICAL RECORDS, EMPLOYMENT RECORDS, MILITARY RECORDS, SELECTIVE SERVICE RECORDS OR POLICE RECORDS to release such information to the La Porte City Fire Merit Commission. This information is to be used for possible employment with the La Porte City Fire Department and will not be made available for public inspection. I also consent to the release of any information about me which is obtained by the La Porte City Fire Merit Commission to the La Porte City Fire Department Pension Board and the Indiana State Public Employees Retirement Fund.

I hereby release such person, agency, partnership, or corporation from any liability that may be incurred in releasing this information to the La Porte City Fire Merit Commission, including liability under any local, state or federal law.

Signature _____ Date _____

Witness _____