

NUECES COUNTY EMERGENCY SERVICES DISTRICT No. 2

Employment Packet

Attach all copies of specified documents to the application and submit the completed packet to fire administration. If all required copies of documents are not attached, the application will not be processed.

Copies: You are responsible for your own copies. Staff cannot make copies for you. If you cannot obtain and/or complete these items, your application will be removed from the process.

Supporting Documentation (Prerequisites):

Full-Time and Part-Time Candidates	Volunteer Candidates
<ul style="list-style-type: none">• Texas Driver's License• Texas Commission on Fire Protection Certification• Texas Department of State Health Services EMS Certification• High School Diploma• College Transcript• Military Service Documentation	<ul style="list-style-type: none">• Texas Driver's License• High School Diploma• College Transcript• Military Service Documentation

Applications may be submitted:

In person or by mail: 337 Yorktown Blvd., Corpus Christi, Texas, 78418, ATTN: Recruitment

Email: jobs@ncesd2.org



www.ncesd2.org



Nueces County ESD No. 2

Flour Bluff Fire Department

Employment Application

An Equal Opportunity Employer

Important Instructions for completing the application:

- Please TYPE or PRINT in INK
- All information requested must be completed on the application. Incomplete or illegible applications will not be processed.
- This application form and its attachments are official property of the Nueces County ESD No. 2 and will not be returned, reused or copied for you after being submitted. You should retain a copy of this application for future use or reference.
- If more space is needed to give full answers or explanations, attach additional sheets referencing the item number, your name, social security number and job title applied for. Staple attachments to the application.
- Only United States citizens or individuals who are legally eligible to work in the United States are eligible for employment.
- The Nueces County ESD No. 2 affords equal employment opportunity to all individuals regardless of race, color, national origin, sex, religion, age, qualified disability status or veteran status.
- If you require an accommodation during the application/interview process, please call Fire Administration at 361-937-2645.
- Applications may be submitted by one of the three options:
 In Person or by Mail: 337 Yorktown Blvd, Corpus Christi, Texas, 78418, ATTN: Recruitment
 Email: jobs@ncesd2.org

Section A: Answer all questions

Position Applied For		Date of Application		Employment Type	
				<input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Volunteer	
Social Security #			Date of Birth		
Last Name		First Name		Middle Name	
Mailing Address		City		State	Zip Code
Phone Number			Email Address		

Driver's License #	State Issuing License	Class or Type of License
Can you upon employment, submit documentation verifying your identity and your legal right to work in the United States?		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you ever been terminated or asked to resign from a previous employer?		
<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, explain:	
Are you over the age of 18? If yes can you provide proof of your eligibility to work?		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
If you are related to any NCESD2 employees, specify names and relationship:		
Are you able to perform all the essential functions of the job for which you are applying, with or without reasonable accommodation?		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you ever been arrested?		
<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, explain:	
In the past three years have you used any illegal drugs?		
<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, explain:	
Date of Military Service	Branch of Service	
Section B: Answer all questions		
Have you ever been convicted of a crime (misdemeanor, felony, or military court martial)?		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you ever been placed on probation?		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you ever been placed on deferred adjudication?		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
Are there any criminal charges currently pending against you?		
<input type="checkbox"/> Yes <input type="checkbox"/> No		

For any yes answers to the questions above in Section B, please explain in detail.

Section C: Education, Certification, Licenses, & Skills

Do you have a High School Diploma or GED?

Yes No

Check your highest level of education:

High School GED Some College

Associate Bachelor Master

College or University

From

To

Major

Degree Earned

Semester Hours

License or Certifications

Date Earned

Expiration Date

In what language(s) other than English are you proficient?

Speak Read Write

Speak Read Write

Additional Skills: List equipment, software, specialized systems or other skills that are related to the job for which you are applying:

Section D: List jobs you have held over the last 5 years beginning with the most recent. Provide a detailed description of duties performed. You may attach additional pages in the same format if more space is needed.

Employer		Address		City / State	
Job Title			From (Month/Year)		To (Month/Year)
Hourly or Salary Rate		Hours per Week		Reason for Leaving	
Supervisor's Name			Phone Number		May we Contact this supervisor?
					<input type="checkbox"/> Yes <input type="checkbox"/> No
Duties:					

Employer		Address		City / State	
Job Title			From (Month/Year)		To (Month/Year)
Hourly or Salary Rate		Hours per Week		Reason for Leaving	
Supervisor's Name			Phone Number		May we Contact this supervisor?
					<input type="checkbox"/> Yes <input type="checkbox"/> No
Duties:					

Employer		Address		City / State	
Job Title			From (Month/Year)		To (Month/Year)
Hourly or Salary Rate		Hours per Week	Reason for Leaving		
Supervisor's Name			Phone Number		May we Contact this supervisor?
					<input type="checkbox"/> Yes <input type="checkbox"/> No
Duties:					

Employer		Address		City / State	
Job Title			From (Month/Year)		To (Month/Year)
Hourly or Salary Rate		Hours per Week	Reason for Leaving		
Supervisor's Name			Phone Number		May we Contact this supervisor?
					<input type="checkbox"/> Yes <input type="checkbox"/> No
Duties:					

References: Name		Relationship / Occupation		Phone # & Email Address	

Drug Free Work Environment: Nueces County ESD 2 is committed to providing a safe, efficient, drug-free work environment for all employees. In keeping with this commitment, finalists for all job openings will be required to provide body fluids (blood or urine) to determine the use of alcohol, illegal or controlled substances. Failure of the drug/alcohol screen will result in denial of employment.

Falsification of Information: I hereby certify that all statements made on this application and attachments are true and correct to the best of my knowledge and belief. I understand that any false statement, misrepresentation or omission made by me on this application or subsequent interview(s) could cause me to be ineligible for employment or terminated from employment. Further I understand that I am required to abide by all rules and regulations of Nueces County ESD 2.

Verification of Information: I authorize Nueces County ESD 2 and its agents to investigate and verify the facts claimed by me on this application. I further authorize my former employers to provide any information requested by Nueces County ESD 2. I understand that employment processing may include a criminal background check, drug screening and/or review of the driving record. I hereby release Nueces County ESD 2 Fire and its agents from all liability in making any investigation and inquiry relative to information contained in the application form.

I understand that nothing in this application or in any prior or subsequent written or oral statement creates a contract of employment or any rights in the nature of a contract. I agree to submit to medical examination and drug screening, if required.

Nueces County ESD 2 participates in all State and Federal Laws, requiring all employers to verify identity and employment eligibility of all persons hired to work in the United States. Nueces County ESD 2 will provide the Social Security Administration (SSA) and, if necessary, the department of Homeland Security (DHS), with information from each new employee's Form I-9 to confirm work authorization.

I understand that, if accepted, this application does not constitute a contract of employment for any specific period of time. I further understand that all employment is at will and may be terminated by notification from either party at any time, with or without cause, and without prior notice.

I have read and agree to the above statement

Signature: or Type Full Name:

Date: