

2022

MUNCIE FIRE DEPARTMENT
APPLICATION FOR EMPLOYMENT

EQUAL OPPORTUNITY EMPLOYER
Prospective employees will receive consideration
Without regard to race, sex, religion
National origin, creed, color or disability

MUNCIE FIRE DEPARTMENT APPLICATION INFORMATION

Please submit the following items with your application to the City of Muncie Personnel Office, Second Floor, City Hall, 300 North High Street, Muncie, Indiana, no later than Friday, **January 31, 2022**

1. Copy of valid, non-suspended, non-expired, non-conditional, non-revoked driver's license.
2. Education transcript verified with a seal in a sealed envelope addressed to City of Muncie Human Resources not opened.
3. Copy of High School Diploma or verification of G.E.D.
4. Copy of birth certificate.
5. Copy of DD form-214 if you served time in any branch of military service.

NO APPLICATION WILL BE CONSIDERED UNLESS ALL THE ABOVE ITEMS
ARE INCLUDED WITH THE APPLICATION ... (WHERE APPLICABLE)

PLEASE READ CAREFULLY

Minimum requirements to be considered for appointment to the Muncie Fire Department: All applicants:

1. Must be 20 years and 6 months of age by the time of application 21 years of age at time of appointment, but not yet 36 years of age at time of appointment.
2. Must be a High School graduate or have a G.E.D.
3. Must be a citizen of the United States of America prior to the date of making application.
4. Residency as require by state law or local ordinance.
5. Must have and maintain a valid, non-suspended, non-expired, non-conditional, non-revoked Driver's license,
6. Must keep the Merit Commission informed of address and telephone information changes if you want to remain on the list for appointment,
7. Must be able to perform the essential functions of the job of firefighter in a safe manner with or without a reasonable accommodation.
8. Must not have been found guilty of a felony in any court which has not been annulled, expunged or sealed by a court.
9. Must show valid driver's license for identification at the aptitude testing location to participate,
10. Must be certified and passed the Candidate Physical Ability Test (C.P.A.T.) by the time the aptitude test is taken. Verification will need to be given at the time of testing.
11. Must successfully complete the EMT Training Program Sponsored by the Muncie Fire Department and/or certification as an EMT during the first year of employment.
12. Must be able to pass a Pre-Employment Drug Test and the Psychological Assessment Test.