



Aspinwall Volunteer Fire Department

217 Commercial Avenue, Aspinwall, Pennsylvania, 15215
Ph.: 412-781-0447 Fax: 412-781-4863
Email: aspinwallvfd@gmail.com Website: aspinwallvfd.org

Dear Applicant,

Thank you for your interest in becoming a member of the Aspinwall Volunteer Fire Department. Attached is our application for membership covering the positions of:

Active Interior Firefighter, Active Non-Interior Firefighter, Junior Firefighter, and Associate Member

Active Interior and Non-Interior Firefighters with the Aspinwall Volunteer Fire Department must be 18 years of age or older and live within a five (5) mile radius of the Aspinwall Municipal Building. Your primary responsibility will be to respond to a variety of emergencies such as fires, traffic accidents, chemical spills, fire alarms and other incidents where there are risks posed to life and property. You must be able to follow the directions and commands of company officers and be able to work as part of a team. A fire scene often requires a member to be able to lift and maneuver heavy equipment, crawl through hot, smoke filled and hazardous conditions, and encounter other events that can be both physically and mentally challenging. Because of the job's physical nature, as a volunteer firefighter you must stay in good physical shape so fellow firefighters and the residents of the town can depend on you in emergency situations. You will also be responsible for the care of the fire vehicles and equipment as well as the fire stations themselves.

Junior Firefighters must be at least 14 years of age, but not more than 17 years of age, must reside in the Fox Chapel Area School District, and must live within a two (2) mile radius of the Aspinwall Municipal Building. Your primary responsibility will be to assist the fire department at emergency incidents within the limitations established by the most current version of the "Pennsylvania Junior Emergency Service Compliance Manual." You will also be responsible to help with the care of the fire vehicles and equipment as well as the fire stations themselves. Junior Firefighters must obtain a "Workers Permit" from their school district and are required to maintain a "C" average or passing grade in school.

Associate Members must be 18 years of age or older and may be residents or non-residents of the Borough of Aspinwall. You will provide non-firefighting services in support of the mission and operations of the fire department.

Members of all types will provide non-firefighting services to support the business operations of the fire department. These include but are not limited to: participation in fund-raising activities, technical, secretarial or accounting services, serving on committees, fireground accountability, or participation in the department's medical quick response service (Q.R.S.).

In order to select the best applicants for these positions, it is our duty as a department to conduct a thorough and complete investigation into your personal, professional and private background. This application includes a helpful checklist to use to track your progress. It is imperative for you to provide us with a complete, concise and easy to read application form. Incomplete, erroneous or false information provided on these documents would be grounds for terminating the investigation into your background, thus eliminating you from consideration. Due caution and diligence should be observed when completing this application.

Typically, applications are reviewed and read at the first monthly meeting (second Tuesday of each month) after their receipt. If selected for consideration, you will be contacted to meet with the fire officers. After that meeting a complete and thorough background check will be conducted. If there are problems with the background check you will be contacted. If your background check is cleared for membership, you will again be contacted to attend the next fire department business meeting. At this meeting, prospective members are brought up before the fire department for a vote. A successful vote affords the applicant conditional membership in the organization. There is a minimum six (6) month, maximum one (1) year, probationary period in which your progress and participation as a member will be reviewed at specific intervals during that time.

We would like to wish you the best of luck in your future endeavors. If you have any other concerns or questions, please do not hesitate to call on us at the fire department.



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MEMBERSHIP APPLICATION

(Please Print or Type)

Applicant Information

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

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Age: _____ Birth Date (mm/dd/yyyy): _____

Position Applied for: (Circle one) Active Interior FF(18+) Active Non-Interior FF(18+) Junior FF(<18) Associate(18+)

Have you ever been a member of this department before? YES NO
 If yes, when? _____

Have you ever applied to be a member of this department before? YES NO
 If yes, when? _____

Have you ever been convicted of a felony? 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: _____

Other: _____ Address: _____

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

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

The Aspinwall Volunteer Fire Department is an Equal Opportunity Organization. It does not discriminate on the basis of race, national origin, gender, religion, sexual orientation, age, or disability status in membership, promotion, demotion or dismissal.

DANGER!

Firefighting and Emergency Response are inherently dangerous activities requiring proper training in their hazards, use of personal protective equipment and the use of extreme caution at all times.

It is your responsibility to know that you have been properly trained in Firefighting and/or Emergency Response and in the use, precautions and care of any equipment you may be called upon to use.

It is your responsibility to be in proper physical and mental condition and to maintain the personal skill level required to perform tasks and operate any equipment you may be called upon to use.

Failure to follow these guidelines may result in death, burns or other severe injury.

The Aspinwall Volunteer Fire Department reserves the right to direct prospective members to submit to drug testing as part of the background check procedures. The department may also direct members to submit to a drug test after reportable accidents and near-misses, or they may be selected to be tested at random during their term of membership with the organization. Cost of these tests will be borne by the organization.



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MEMBERSHIP APPLICATION QUESTIONNAIRE

1. Why do you wish to be a member of the Aspinwall Volunteer Fire Department?

2. What can the Aspinwall Volunteer Fire Department expect to gain from your membership?

3. Are there any physical or mental reasons (phobias) that would prevent you from carrying out all the duties and responsibilities expected of an Aspinwall Volunteer Firefighter? If so, please explain.

Continued on next page.

The Aspinwall Volunteer Fire Department is an equal opportunity organization. It does not discriminate on the basis of race, national origin, gender, religion, sexual orientation, age, or disability status in membership, promotion, demotion or dismissal.

4. Is there anything else you wish to tell us about yourself?



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MEMBERSHIP APPLICATION CHECKLIST

Action / Documentation	√
Completed Membership Application	
Current Resume (Optional)	
Copy of Current PA Child Abuse History Clearance Certification (If prospective member will be 18 years old or older at time of approval vote for membership)	
Valid PA Driver's License or State Issued Photo Identification	
"PA Worker's Permit" (Junior Firefighters Only)	
Copies of Current Firefighting / EMS Certifications (If available / applicable)	
Completed Questionnaire	
Application Signed?	
Application Signed by Parent or Guardian? (Junior Firefighters Only)	
Submit Membership Application Packet to Aspinwall Vol. Fire Dept. President	
Interview with Fire Department Officers	
Date: _____ Time: _____	
Attend Fire Department Business Meeting for Membership Vote	
Date: _____ Time: _____	

Applicant may keep this form for their use during the membership process.