



LADDERS

The recruit newsletter of the South Euclid Fire Department

Climbing to a career as a firefighter in the South Euclid Fire Department, one rung at a time.

Issue Seven

Preparing For The Application

The time will come when you have the opportunity to apply for your fire career position. As previously discussed, there will be a large number of applicants. The application is your first opportunity to distinguish yourself, positively, or in a negative manner. Here are some tips:

- **Be ready, have all the materials you will need so your application can be made in a timely manner. In many cases where there is a tie in the scoring, first application received has precedence.**
- **Have a copy of all certifications.**
- **Have copies of birth certificates and drivers licenses. A tip on these copies, have certified birth certificates and make copies of your driver's license in color.**
- **Have copies of any military records.**
- **You will be asked for your employment history. Make a list with dates, addresses, phone numbers and contacts.**
- **Again, you will be asked for your education history, make a similar list.**
- **You may be asked for references. Arrange them ahead of time.**
- **You may be asked for a history of your residences.**
- **You may be asked for your driving history, provide it, they have ways of checking.**

Most cities require a fee for the exam. The amount may vary from \$25 - \$50. Note, the higher the fee, fewer people take the exam.

Accuracy is important. Your application can be disqualified for errors. If your information changes or you have added information such as new certifications, send them to the civil service commission.

The sooner the application is turned in the better. I suggest having all your materials ready to go in a folder or file. While others are out gathering materials, you are turning yours in.

More applications are being done online.

The application is only the first step. Your plan should include all aspects of obtaining your dream.

Stay safe,

Chief Huston