



Riverview Fire Department

Station 1: 1899 Harris Rd, Fort Mill, SC 29708

Station 2: 141 Grant Farm Dr, Fort Mill, SC 29708

Phone: 803-547-5921 | Email: contactus@riverviewfire.org

Application for Membership / Employment

Please fill out each space completely. If an area does not apply to you, write N/A.

I'm interested in: Select all that may apply

- Volunteering Junior Firefighter (under 18)
 Full time employment Part time employment

Personal Information

Full Name: _____ Date: _____

Address: _____

City: _____ State: _____ ZIP: _____ How long: _____

Phone: _____ Email: _____

Are you 18 years of age or older? Yes No

Are you legally authorized to work in the U.S.? Yes No

Emergency Contact

Name: _____ Relationship: _____

Phone: _____ Address: _____

Employment History

Current Employer: _____

Job Title: _____ Date started: _____

Supervisor Name: _____ Phone: _____

Hours/Days Scheduled: _____

Previous Employer: _____

Job Title: _____ Dates: _____

Reason for leaving: _____

Experience & Certifications

Previous Fire/EMS Experience? Yes No

Agency Name(s): _____

Reason for Leaving: _____

Current EMS Licensure: _____ **Exp. Date:** _____

Fire Certifications (e.g., FF1, FF2): _____

Note: Please attach copies of all certifications to this application.

Are you presently in school? Yes No **Where?** _____

List any other formal education you have completed:

Military Service

Branch: _____ **Status:** Active Reserve Veteran N/A

Were you Honorably Discharged? Yes No N/A

Dates of service: _____

Background Information

Note: A criminal record does not automatically disqualify you from membership. Each case is evaluated individually.

Have you ever been convicted of a felony or a crime involving moral turpitude?

Yes No

If yes, please provide dates and details: _____

Do you currently have a valid Driver's License? Yes No

DL #: _____ **Class:** _____ **State:** _____ **Exp:** _____

Has your Driver's License ever been suspended or revoked? Yes No N/A

Professional References (Non-Relatives)

Name: _____ Phone: _____

Relationship: _____ Years known: _____

Name: _____ Phone: _____

Relationship: _____ Years known: _____

Personal References (Non-Relatives)

Name: _____ Phone: _____

Relationship: _____ Years known: _____

Name: _____ Phone: _____

Relationship: _____ Years known: _____

Physical Requirements & Essential Functions

The following are essential functions of a firefighter/emergency responder at Riverview Fire Department. Please review these carefully:

- Ability to lift, carry, and operate heavy tools and equipment (up to 50 lbs or more).
- Ability to climb ladders and work at significant heights.
- Ability to work in confined spaces and wear self-contained breathing apparatus (SCBA).
- Ability to perform strenuous physical activities for extended periods in extreme weather and high-heat environments.

Are you able to perform the essential functions of the position for which you are applying, with or without reasonable accommodation? Yes No

Additional Information: Use this space to tell us anything else that might benefit or clarify your application (e.g. additional experience, why you're interested in Riverview, etc.)

Applicant Statement & Release

I have applied for employment, or acting as a volunteer, with the Riverview Fire Department. I understand that the South Carolina Department of Labor, Licensing, and Regulation will provide the Riverview Fire Department with any record I may have for conviction of any felony crime. I know that I have a right to inspect my criminal history record and to request correction of any inaccurate information. If I do not exercise that right, I agree to hold harmless the Riverview Fire Department and its employees from any claim for damages arising from the dissemination of inaccurate information. I agree that if accepted, I will abide by the Policies, Procedures, and Guidelines of the Department. I will attend the required amount of training and meetings, and I will attend department functions when possible. I further agree to obey all lawful orders from the Department Officers while on duty.

I understand that all Department issued equipment, including pagers, turnout gear, uniforms, etc. issued to me, remains the property of the Riverview Fire Department and that I shall return all such property to the Department when I resign, become inactive, or my membership is terminated or suspended.

Signature: _____ **Date:** _____

The following forms are not mandatory for initial applications. However, completing them can hasten onboarding should an offer of membership be made to you.

If you're including certifications with your application, please email them to contactus@riverviewfire.org



Firefighter Registration Name Based Criminal Records Check Request

The "South Carolina Firefighters Employment and Registration Act" requires a criminal records check prior to employment of a paid or volunteer firefighter. No later than 60 days after the start of his employment date as a paid or volunteer firefighter, each firefighter must be registered with the Office of the State Fire Marshal (OSFM) by his fire chief or other employer. The criminal background check must be conducted before registration.

A firefighter who works for or serves more than one fire department must be registered by each department. A firefighter previously registered with the Office of the State Fire Marshal, but not actively engaged with a fire department or as a firefighter for a period of six months, must apply for registration and must submit a criminal records check. Firefighters that are being reinstated to their last registered department within a period of not more than three years are exempted.

After June 30, 2001, a person may not perform firefighting duties in South Carolina if the person has been convicted of, or pled guilty to, or pled nolo contendere to: (a) a felony; (b) arson or another offense provided in Article 3, Chapter 11 of Title 16; or (c) an offense involving a controlled substance as provided for in Chapter 53 of Title 44. The prohibition applies for 10 years after the conviction or plea of guilty or nolo contendere.

If a firefighter becomes separated from employment or membership or becomes inactive, the fire chief or other employer within 60 days must notify the OSFM of the firefighter's separation or inactive status. Notification of separation of a firefighter from employment must be on a form as provided by the OSFM.

After the expiration of the 10-year period, a fire chief or other employer may determine whether to allow a person with a criminal record to perform firefighting duties; except no person may volunteer as a firefighter, be employed as a firefighter, or perform firefighting duties if he has been convicted of, pled guilty to, or pled nolo contendere to arson.

This does not apply to individuals engaged in firefighting duties during a declared state of emergency.

Note: This criminal records check request should be completed only on the firefighter being hired, and is not to be used as a screening tool. Accountability for these requests will be based on Firefighter Registration Records. Missing information may result in a background check that cannot be completed.

BACKGROUND REQUEST FOR:

Request Date: _____

Name: _____
 First Middle Last

Also know as and/or maiden name(s): _____

Gender: Male Female SSN: _____ Date of Birth: _____

write clearly

REQUESTED BY: Fire Chief or Other Employer

The fire chief or other employer must ensure that a prospective firefighter undergoes a criminal record check conducted by a law enforcement agency. A "fire chief" means the highest ranking officer or official in charge of a fire department, whether or not called by some other title. An "employer" means any fire department or other entity which puts an individual or employee in service as a firefighter or assigns any person to work or to official duties as a firefighter whether or not the firefighter receives financial compensation.

Name: David Hord martha.helms@yorkcountygov.com
 Email to forward OSFM response and future information

Department: Riverview FDID#: 46215

Phone: 803-547-5921 Fax: N/A

Mailing Address: 1899 Harris Rd
Fort Mill, SC 29708