



Employment Application

Peyton Fire Protection District

COMPLETE IN FULL and PRINT CLEARLY

Date of Application: _____ Position Applying For: _____

Name: _____ Phone: _____ Phone2: _____

Email: _____

Address: _____ City: _____ State: _____ Zip: _____

Please list any former names or aliases: _____

Are you a citizen of the United States or are you legally authorized to work in the U.S.? ☐ YES ☐ NO

Do you hold a valid driver's license? ☐ License Number: _____ State: _____ Expiration: _____

List any traffic violations within the last three years. Please list type of violation, date, and location:

Are you 18 years of age or older? ☐ YES ☐ NO

EDUCATION

High School Name and Location: _____

Years Completed: _____ Course of Study: _____ GPA: _____ Diploma/GED: _____

College, Vocation or Technical Schools

Name and Location: _____

Major: _____ Years Completed: _____ GPA: _____

Degree/Certificate/Diploma Received: _____

College, Vocation or Technical Schools

Name and Location: _____

Major: _____ Years Completed: _____ GPA: _____

Degree/Certificate/Diploma Received: _____

List any experience serving in the position to which you are applying:

EMPLOYMENT EXPERIENCE

List all of your current and previous positions (paid and unpaid) in chronological order starting with the most recent. Please account for all periods of time, including military service and any period of unemployment. Please attach additional sheets as needed even if you submit a resume.

1. Employed from: _____ to _____ Position/Title: _____

Company Name: _____

Address: _____

Last Supervisor/Title: _____ Phone Number: _____

Work Performed:

Reason for Leaving: _____

_____ May we contact this employer? _____

2. Employed from: _____ to _____ Position/Title: _____

Company Name: _____

Address: _____

Last Supervisor/Title: _____ Phone Number: _____

Work Performed:

Reason for Leaving: _____

_____ May we contact this employer? _____

3. Employed from: _____ to _____ Position/Title: _____
Company Name: _____
Address: _____
Last Supervisor/Title: _____ Phone Number: _____
Work Performed: _____

Reason for Leaving: _____
_____ May we contact this employer? _____
4. Employed from: _____ to _____ Position/Title: _____
Company Name: _____
Address: _____
Last Supervisor/Title: _____ Phone Number: _____
Work Performed: _____

Reason for Leaving: _____
_____ May we contact this employer? _____
5. Employed from: _____ to _____ Position/Title: _____
Company Name: _____
Address: _____
Last Supervisor/Title: _____ Phone Number: _____
Work Performed: _____

Reason for Leaving: _____
_____ May we contact this employer? _____

6. Employed from: _____ to _____ Position/Title: _____
Company Name: _____
Address: _____
Last Supervisor/Title: _____ Phone Number: _____
Work Performed: _____

Reason for Leaving: _____
_____ May we contact this employer? _____

Have you read the job description? _____ YES _____ NO
Do you understand the job requirements? _____ YES _____ NO
Can you perform the job requirements with or without reasonable accommodation? _____ YES _____ NO

REFERENCES

Please list two professional references (other than those previously listed), and two personal references:

NAME	PHONE	RELATIONSHIP
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

CERTIFICATIONS

Please list (and attach a copy) of all current (position related) certifications. Copies of current minimum certifications as identified in the job posting/description must be included.

CERTIFICATION	CERTIFICATE NUMBER	EXPIRATION
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____

Applicant's Declaration, Authorization, and Release

My answers on this application and on any resume I provide are complete and true. I understand that the submission of any false or incomplete information in connection with my application whether on this or other documents or in interviews, will be cause for the rejection of my application or the termination of my employment at any time. I authorize the Peyton Fire Protection District and its agents to verify any information related to my application or resume. I also authorize individuals, schools, employers, and law enforcement or government officials to freely release any information concerning my background, and hereby release any and all of them from any liability for doing so. If the Peyton Fire Protection District employs me, I understand that I will be employed on an at-will basis for an indefinite period of time and that the Peyton Fire Protection District may terminate my employment at any time and for any reason.

Print Name

Signature

Date

The Peyton Fire Protection District shall comply with appropriate federal and state laws and regulations prohibiting discrimination on grounds of race, color, religion, gender, national origin, age, or disability.

Peyton Fire Department

Job Description

Position Title: Firefighter / EMT or Paramedic (Part-time)

Reports to: Fire Lieutenant/Captain

Updated: 06/2026

SUMMARY

Under direct supervision, the incumbent conducts technical operations related to fire protection and suppression of all fires, rescue, EMS and Hazmat, including responding to emergency situations, performing maintenance on equipment and firehouses.

This is a part-time position and is not eligible for District-sponsored health insurance, retirement benefits, or paid leave unless otherwise required by law.

GENERAL PURPOSE:

The purpose of this position is to provide fire protection and suppression, hazmat, rescue services and EMS services to people and animals, and serve the public in those capacities.

FLSA Classification:

This position is subject to the partial overtime exemption for fire protection personnel under 29 U.S.C §207(K).

Pay Grade:

Pay Grade: \$15.16 per hour. Compensation shall be adjusted annually by the Board of Directors in accordance with Colorado minimum wage law and adopted wage schedules.

SUPERVISION EXERCISED:

This job/class works under close supervision according to set procedures.

ESSENTIAL FUNCTIONS:

- Maintains and supports a positive, collaborative culture within the district organization as a whole, fully embracing the cultural and values statements espoused by the district.
- Responds to all fire/rescue, hazmat or medical calls and emergencies, and provides care, direction or support as necessary in the particular area as dictated by his/her shift job. May be required to coordinate volunteers or other agencies/departments at an incident; responds and mitigates non-emergency situations.
- Conducts basic maintenance on vehicles and equipment ensuring access via communications equipment and responsiveness/readiness of emergency vehicles; ensures medical supplies are stocked and ready on the assigned vehicle.
- Conducts maintenance of fire facilities, including custodial duties such as cleaning, repairing and related tasks.
- Attends and provides formal recruit training on fire department EMS issues, procedures, and programs for volunteer staff, while on scheduled shift.
- Responds to calls and assists with developing and implementing procedures.
- Conducts duties and responsibilities of an EMT.
- Completes reports of emergency medical responses and patient care in a reasonable amount of time.
- **12-Hour Shift Model (Daytime Coverage)**
 - Assigned shifts shall consist of twelve (12) consecutive hours.
 - Employees shall not exceed 1,540 total hours during the District's designated twelve (12) month measurement period (August 1 through July 31).
- Conducts patient care, identifies signs and symptoms, properly follow patient care policies and procedures as directed.

- Maintains all required certifications for the position.
- Establishes and maintains effective working relationships with citizens and co-workers.

OTHER DUTIES AND RESPONSIBILITIES:

- Answers telephone, responds to citizen questions, and provides information as necessary.
- Performs other duties and special projects as requested by superior within the scope of duties of the position.

MINIMUM QUALIFICATIONS:

Education and Experience:

Requires High School Diploma or General Education Development (GED) equivalent supplemented by specialized courses/training equivalent to completion of one year of college in fire suppression, emergency medical services or closely related field.

Requires a minimum of one (1) year of documented field experience actively utilizing required certifications in a fire and/or emergency medical services agency.

Minimum Certificate or licenses to apply:

- Requires a valid state issued driver's license
- CO State Firefighter I (DOD or CMCB is acceptable); and,
- CO State Hazardous Materials Operations(DOD or CMCB is acceptable); and,
- CO Emergency Medical Technician-Basic or Paramedic; and,
- Approved certification of completion of IV/IO training (or the ability to obtain within 6 months; and,
- Current Health Care provider CPR card; and,
- NWCG Wildland S-130/190; and,
- ICS-100, ICS-200, IS-700

Preferred Certifications or licenses:

- CO State Driver Operator (or ability to obtain within 12 months); and,
- CO State Firefighter II (DOD or CMCB is acceptable)

Minimum Qualifications:

Must be capable of functioning independently in emergency response situations with limited supervision.

Employees must maintain, at a minimum, all certifications required for this position throughout the duration of employment. Employees are responsible for completing all continuing education and training necessary to maintain such certifications in good standing with the certifying authority. If certifications are sponsored, managed, or maintained through Peyton Fire Protection District, required continuing education may be completed during scheduled duty hours as approved by the District.

If certifications are sponsored, managed, or maintained through another agency or employer, the employee remains solely responsible for ensuring all required continuing education, renewal requirements, and compliance obligations are met to maintain active certifications status.

Failure to maintain required certifications in good standing may result in removal from duty or termination of employment. The District reserves the right to verify certification status at any time.

Driving Record:

Must maintain a valid driver's license and a driving record insurable under the District's insurance carrier standards. The District reserves the right to review driving records at time of hire and periodically thereafter, including annually, for risk management and insurance compliance purposes.

TOOLS AND EQUIPMENT USED:

Handles or uses machines, tools, equipment to work aids involving moderate latitude for judgment regarding attainment of a standard or in selecting appropriate items.

PHYSICAL DEMANDS:

Must be capable of performing essential firefighter functions including lifting, carrying, dragging, and operating equipment exceeding 100 pounds with or without reasonable accommodation.

Must successfully complete a post-offer, pre-employment, medical evaluation and physical assessment consistent with the essential functions of the position and in accordance with applicable federal and Colorado law.

WORK ENVIRONMENT:

While the majority of this position's duties are performed inside, the incumbent will frequently spend time in the out-of-doors environment, in other premises, and/or in a vehicle. This position may occasionally be subjected to situations of extreme heat or cold, and/or wet/humid conditions with or without temperature change on a substantial basis, annually. May be exposed to fumes, odors, dusts, mists, and gases under poorly ventilated conditions.

Incumbent may encounter loud and/or irritating noises such as engines and generators and equipment vibration on a limited basis.

Possible limited exposure to heights, burns, radiant energy, explosives, and electrical or mechanical hazards. Moderate to high exposure to toxic, caustic chemicals, stress, blood-borne pathogens, and motor vehicle traffic hazards associated with emergency situations.

OTHER REQUIREMENTS:

- Working knowledge of firefighting and EMS protocols and directives, details, laws, regulations, processes, procedures, policies and the like are essential for conducting emergency operations, responding to emergency situations and life-threatening circumstances
- Must successfully complete a background investigation, including criminal history review, prior to appointment.

Impact of Errors

The impact of errors is serious – affects most units in organization and may affect citizens or loss of life and/or damage could occur.

Communication Requirements

Reads technical instructions, procedures manuals and charts to solve practical problems, such as assembly instruction for tools, equipment operating instructions, and methods and procedures for investigations and in drawing and layout work; composes routine reports and specialized reports, forms, and business letters, with proper format; speaks compound sentences using normal grammar and word form.

Judgment Requirements

Decision-making is a significant part of the job, affecting a large segment of the organization and the general public; works in a dynamic environment, assists in developing policies and practices.

Drug and Alcohol Policy Compliance

This position is designated as a safety-sensitive position. Employees must comply with all District drug and alcohol policies and all applicable federal and state laws. The unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is strictly prohibited while on duty, while on District property, while operating District vehicles or equipment, or while representing the District in any official capacity.

Employees assigned to emergency medical services duties and/or operating commercial motor vehicles shall comply with applicable U.S. Department of Transportation (DOT) and Federal Motor Carrier Safety Administration (FMCSA) drug and alcohol regulations, including but not limited to 49 CFR Part 40 and 49 CFR Part 382, where applicable.

The use, possession, or being under the influence of alcohol while on duty, while responding to incidents, while operating vehicles or equipment, or while otherwise performing District duties is strictly prohibited. Employees shall not report for duty or remain on duty with a blood alcohol concentration of 0.02% or greater. Employees shall not consume alcohol within eight (8) hours prior to reporting for a scheduled shift, emergency callback, or training assignment.

Pre-employment drug testing is required. Employees may be subject to random, reasonable suspicion, post-accident, return-to-duty, and follow-up drug and alcohol testing in accordance with District policy and applicable law. Failure to comply with drug and alcohol policies may result in disciplinary action, up to and including termination of employment.

Complexity of Work

Performs skilled work involving rules/systems with almost constant problem solving; requires normal attention with short periods of concentration for accurate results and occasional exposure to unusual pressure.

All job descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been included. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the position. In no instance, however, should the duties, responsibilities and requirements be interpreted as all-inclusive. Supervisors as deemed appropriate may assign additional functions and requirements.

In accordance with Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodation will be made which may pose serious health or safety risks to the employee or others or which may pose undue hardships on the organization.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the need of the employer and requirements of the job change.

At-Will Employment:

Employment with Peyton Fire Protection District is at-will. Either the employee or the District may terminate the employment relationship at any time, with or without cause or notice, in accordance with applicable law.

ACKNOWLEDGEMENT:

I acknowledge receipt of this position description and agree to perform within the parameters established.

Signature

Date

(Print Full Name)