

# FIRE DEPARTMENT CITY OF RICHMOND

112 Jackson Street, Richmond, TX 77469  
(281) 232-6871

## EMPLOYMENT APPLICATION INSTRUCTIONS

1. Print in ink or type.
2. Fill in all blanks completely. Use N/A where not applicable.
3. Read all statements carefully and sign all necessary places.
4. Copies of the following items must be attached to the application if applicable:
  - A. Birth Certificate
  - B. Texas Driver's License
  - C. Social Security Card
  - D. High School Transcripts
  - E. High School Diploma or G.E.D.
  - F. Texas Commission on Fire Protection Firefighter Basic Certification
  - G. Texas Department of Health EMT Basic Certification
  - H. College Transcripts (if applicable)
  - I. College Degree(s) (if applicable)
  - J. Any Firefighting Certificates (if applicable)
  - K. Military 214 Forms (if applicable)
5. Attach a narrative of one page or less describing why you would like to be employed as a Firefighter/EMT for the City of Richmond.

I HAVE CAREFULLY READ THE STATEMENTS ABOVE AND FULLY UNDERSTAND THEM.

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Signature of applicant

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Date