



PHARR FIRE - RESCUE 118 S. CAGE BLVD., 3RD FLOOR PHARR, TEXAS 78577 (956) 402-4400

PERSONAL HISTORY STATEMENT (VOLUNTEER FIREFIGHTER)

THIS PACKET AND THE REQUIRED DOCUMENTS MUST BE COMPLETED PRIOR TO THE TIME OF YOUR BACKGROUND INVESTIGATION

Revised: 7/20/2017

INSTRUCTIONS

READ THESE INSTRUCTIONS CAREFULLY BEFORE PROCEEDING

These instructions are provided as a guide to assist you in properly completing your **Personal History Statement.** It is essential that all information be accurate. This information will be used to conduct a background investigation that will determine your eligibility for employment.

- Your *Personal History Statement* should be typed or printed legibly in ink.
- 2. If a question is not applicable to you, enter N/A in the space provided.
- 3. Avoid errors by reading the direction carefully before making any entries on the form.
- 4. You are responsible for obtaining correct addresses and telephone numbers. If you are not sure of an address, check if by personal verification. All requested information must be supplied by you; the Fire Department will not be responsible for acquiring any information.
- 5. If there is insufficient space on the form to include information requested, attach extra sheets to the *Personal History Statement*. Be sure to reference the appropriate section and question before continuing your answer. An accurate and complete *Personal History Statement* will expedite your background investigation; deliberate omission or falsification will result in disqualification.
- 6. It is your responsibility to have the Personal Inquiry Waiver Form, and the Confidential Information Agreement Form notarized.

Revised: 7/20/2017

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PERSONAL HISTORY STATEMENT GENERAL INFORMATION

THE INFORMATION PROVIDED IN THIS SECTION IS USED FOR IDENTIFICATION PURPOSES

NAME:				
NAME:LAST		FIRST		MIDDLE
OTHER NAMES US	ED: MAIDEN/	ADOPTION/I	ETC.	
HOME ADDRESS:				
HOME ADDRESS:_	STREET#	CITY	STATE	ZIP
TELEPHONE NUME	BER: ()			
DATE OF BIRTH:		RA(DE:	_ SEX:
SOCIAL SECURITY	NUMBER:		U.S	S. CITIZEN: YES NO
PLACE OF BIRTH:				
PLACE OF BIRTH:	CITY	CO	UNTY	STATE
DRIVERS LICENSE	: <u> </u>			
	#	STATE O	F ISSUE	EXPIRATION
HEIGHT:\	WEIGHT:	HAIR CC	DLOR:	EYECOLOR
IDENTIFYING MAR SCARS:	_			
TATTOOS:				
NAME BY WHICH Y	OU PREFER	TO BE ADDI	RESSED:	

EMPLOYMENT HISTORY

Beginning with your present or most recent job, list all jobs you have had, including all part time, temporary or seasonal positions. Attach additional pages if necessary. A job is any position you accepted; regardless of how long you actually worked!

Circle Appropriate Job Description(s):	Full	Part	Temporary	Seasonal
Employer:				
Employer's Address:				
Street #	City		State	Zip
Employer's Telephone Number: ()				
Employment Began On: <u>-</u> Ended On:	_	<u></u> = T	otal Time:	
Position(s) Held with Organization and Duties	/Respo	nsibiliti	es:	
Title: Sa	lary/Ho	urly Ra	te:	
Duties/Responsibilities:				
Time in Position:				
Did You Receive Job Performance Evaluation	ns?	Yes	No	
Name of Final Supervisor:	Eli	gible fo	r Re-hire? Ye	es No
Reason for Departure:				
Was Notice Given? Yes No If Ye	s, How	Much 7	Гіте?	

Circle Appropriate Job Description(s):	Full	Part	Temporary	Seasonal
Employer:				
Employer's Address:				
Address:Street #	City		State	Zip
Employer's Telephone Number: ()				
Employment Began On: Ended On	: <u> </u>	<u></u> = T	otal Time:	
Position(s) Held with Organization and Duties	s/Respo	nsibiliti	es:	
Title: Sa	alary/Ho	urly Ra	te:	
Duties/Responsibilities:				
Time in Position:				
Did You Receive Job Performance Evaluatio	ns?	Yes	No	
Name of Final Supervisor:	Eli	gible fo	or Re-hire? Ye	es No
Reason for Departure:				
Was Notice Given? Yes No If Ye	es, How	Much 7	Гіте?	

Circle Appropriate Job Description(s):	Full	Part	Temporary	Seasonal	
Employer:					
Employer's Address:					
Street #	City		State	Zip	
Employer's Telephone Number: ()					
Employment Began On: <u>-</u> Ended (On: <u>-</u>	·= T	otal Time:		
Position(s) Held with Organization and Du	ties/Respor	nsibiliti	es:		
Title:	Salary/Hou	urly Ra	te:		
Duties/Responsibilities:					
Time in Position:					_
Did You Receive Job Performance Evalua	tions?	Yes	No		
Name of Final Supervisor:	Eliç	gible fo	r Re-hire? Y	es No	
Reason for Departure:					
Was Notice Given? Yes No If	Yes, How I	Much 7	Гіте?		

If needed, please make additional copies to continue employment listing.

MARITAL AND FAMILY HISTORY

Circle your current	status:		
SINGLE ENGAG	ED MARRIED	LEGALLY SEPARATED	DIVORCED WIDOWED
If you are engaged Name of Fiancé:		Date of Birth	n:
Address:			
Telephone # Home	e:	Cell#	
If you are Married Spouse's Name: _	or Legally Separ	rated: Date of Birth	n:
Address:			
Telephone # Home	9:	Cell#	
If you are Divorced Former Spouse's N		Date of Birth	n:
Address:	,		
Telephone # Home	e:	Cell#	
Date Divorce Decr	ee Issued:		
If you are Widowed Former Spouse's	<u>d:</u> Name:	Date	of Death:
Have you ever be	en married to r	more than one perso	n at a time?
LIST ALL CHILDREN	RELATED TO YO	OU OR YOUR SPOUSE (N	latural/Step/Adopted/Foster):
CHILD'S FULL NAME	BIRTH DATE	RELATIONSHIP	COMPLETE ADDRESS

LIST OTHER FAMILY MEMBERS (including those related by marriage and/or to 3rd generation: Grandparents to immediate family). IF DECEASED, INDICATE THE YEAR OF DEATH. (Step/Natural/In-Laws, Mother, Father, Brother Sisters).

FULL NAME	BIRTH DATE	RELATIONSHIP	COMPLETE ADDRESS

IF YOU CURRENTLY RESIDE WITH ANY PERSON (S), OTHER THAN FAMILY MEM	BERS, LIST:	

NAME & BIRTH DATE	OCCUPATION/WORK	LENGTH OF TIME TOGETHER

RESIDENCES

List all addresses where you have lived	during the	past ten (10)	years, beginn	ing with
present address (list by month and yea	ar).			

FROM	TO	ADDRESS

MEMBERSHIPS IN GROUPS/ASSOCIATIONS/CLUBS

OFFICIAL NAME TYPE OF ORGANIZATION	SOCIAL FRATERNAL PROFESSIONAL, ETC.	OFFICE(S) HELD	DATES OF MEMBERSHIP
HOBBIES AND S	SPORTS		
NAME OF SPORT	DURATION		LEVEL OF PROFICIENCY
NAIVIL OF SPORT	DONATION		LLVLL OF FROFICIENCY
======================================			
upon your suitability		which you may b	======================================
upon your suitability or which might requi	to perform the duties re additional explanation	which you may bon? rently employed	with the City of Pharr or the
upon your suitability or which might requi Do you or your spou Pharr Fire Departme If 'Yes', provide Nan Have you made an a	to perform the duties re additional explanations are lative current? Yes None, Relationship, and Fapplication for employr	which you may bon? rently employed to Position with the ment for any pos	with the City of Pharr or the
upon your suitability or which might requi	to perform the duties re additional explanations are lative current? Yes None, Relationship, and Fapplication for employr	rently employed to Position with the ment for any position entered to the section entered to the section entered the section e	with the City of Pharr or the City:
upon your suitability or which might requipate the properties of the provide Name of the service agency?	to perform the duties re additional explanations are lative current? Yes None, Relationship, and Fapplication for employmes No If 'Yes', con	rently employed to Position with the ment for any position entered to the section entered to the section entered the section e	with the City of Pharr or the City: dition with this, or any other n at the top of the next page:

FINANCIAL HISTORY

What is your present salary or wage What is your spouse's present salar Spouse's Employer:	(Yearly-Gross)	
Spouse's Business		
Address:		
Spouse's Business Phone# ()		=xt:
Hours/Days/Worked:		
LIST ANY INCOME FROM ANY OTHER SOCCUPATION (EXCLUDING YOUR SPO	USE'S INCOME)	
COLIDOE		FREQUENCY
SOURCE	\$	TREQUENCT
	\$	
	\$	
Do you own any real estate? Yes No	Value \$	
Location:		
Do you own any bonds, Governmen		
Do you own any corporate stock?	Yes No \	/alue \$
Savings Account Number:		Current Balance \$
Bank/Address:		
Checking Account Number:		Current Balance \$
Bank/Address:		

FINANCIAL OBLIGATIONS

PLEASE PROVIDE THE NAMES AND ADDRESSES OF THE INDIVIDUALS, COMPANIES, OR OTHERS TO WHOM YOU OWE OR REGULARLY PAY MONEY, AND THE AMOUNT OF YOUR DEBT OR PAYMENT. INCLUDE RENT, MORTGAGES, VEHICLE PAYMENTS, CHARGE ACCOUNTS, CREDIT CARDS, LOANS, CHILD SUPPORT PAYMENTS, AND ANY OTHER DEBTS OR PAYMENTS FOR WHICH YOU ARE RESPONSIBLE. ALSO INCLUDE DEBTS INCURRED BY YOUR SPOUSE, AND CREDIT CARDS THAT DO NOT HAVE A OUTSTANDING BALANCE.

NAME/ADRESS OF CREDITORS	ACCOUNT #	BALANCE	PAYMENTS PAST DUE?
		TOTALS	\$

PERIODS OF UNEMPLOYMENT

Record any period of unemployment since graduating from High School (a period of unemployment is <u>any</u> time you did not have a job.) If you were a full-time college student and held only seasonal employment during school breaks, indicate your beginning and ending school dates and list the seasonal jobs in the Employment History Section of this packet.

FROM:(MONTH/YEAR)	TO:(MONTH/YEAR)	LENGTH	REASON

Number of days	missed from	work during	the past	year (other	r than holida	ıys and
vacation day):						

EDUCATIONAL HISTORY

List all high schools, colleges, technological or trade schools you have ever attended regardless of whether you graduated and/or completed the prescribed curriculum.

If you are listing colleges/universities, and you did not graduate, indicate the correct number of credit hours you are credited with.

also note if you were awarded a diploma or certificate.
If you attended a technological or trade school, indicate your course of study and

NAME & TYPE OF SCHOOL	DATES ATTENDED	DEGREE AND/OR CRED	IT HRS EARNED
LOCATION (CITY &STATE)	FROM TO		
Have you ever been expe	lled from any school	you have attended?	Yes No
If yes,			
School:	Date:	Reason:	
Have you ever been place	ed on academic prob	ation? Yes No	
If yes,			
School:	Date:	Reason	

ADDITIONAL EDUCATION AND PERSONAL INFORMATION

EDUCATION (Circle Highest Grade Completed)

[(High School) 9th 10th 11th 12th]-[(College) Fresh. Soph. JR. SR.] SCHOOL ACTIVITIES: CLUBS/SPORTS/ETC.

3011332 No 11411123. 32323/31 31413/213.	
POSITIONS OF LEADERSHIP: (INDICATE POSITION/ORGANIZATION/DATES HELD)	
COMMUNITY ACTIVITIES:	
AWARDS/COMMENDATIONS OR SPECIAL RECOGNITION:	

DRIVING RECORD

How many moving cit	ations have	you receive	ed since y	∕ou began d	riving?
How many moving citation have you received in the past three years?					
Have you ever driven	a motor vel	nicle withou	it a valid o	drivers licens	se?
Have you ever driven	a motor vel	nicle withou	ıt proper i	nsurance? _	
Have you ever had yo	our drivers li	cense susp	ended? _	If	Yes':
Date of Suspension	Туре	of Suspensi	on	Date Lifted	
Have you ever had you excessive number of		•	ed on pro	bation for re	ceiving an
Have you ever had a license?	hearing for	Probation/S	Suspensio	n of your dr	ivers
Have you ever been o	classified as	a high risk	for vehicl	e insurance	?
Have you ever had you have received?		e revoked o	due to the	number of	traffic citations
Have you ever knowingly driven a motor vehicle after your drivers license was suspended, or after it had been revoked?					
Do you have a valid of state(s) and drivers lie					
Have you ever been	denied a driv	vers license	for any r	eason?	_
In how many motor vehicle accidents have you been involved as a driver?					
Have you ever been i	nvolved in a	hit-and-ru	n acciden	t?	
What company carrie	s your autor	nobile insu	rance poli	cy?	
Company Address:S Policy Number:	treet	City	Expirati	State on Date:	Zip

LIST ALL TRAFFIC CITATIONS YOU HAVE RECEIVED (LIFETIME)

DATE RECEIVED	TYPE OF VIOLATION	ISSUING AGENCY	DISPOSITION

LIST ALL MOTOR VEHICLE ACCIDENTS YOU HAVE BEEN INVOLVED IN AS A DRIVER (LIFETIME):

DATE	LOCATION	BRIEF DESCRIPTION

ARREST/DETENTION

Have you ever been arrested by the police? Yes No					
Have you ever been summoned into court for a criminal offense? Yes No If you answer 'Yes' to either question, explain each incident.)					
LITIGATION					
Have you ever been involved in any type of law suit? Yes No Were you sued? Yes No Have you ever filed bankruptcy? Yes No Has anyone ever threatened to take you to court for non-payment of a bill? Explain:					

CRIMINAL ACTIVITY- ILLEGAL DRUGS/POSSESSION

In recent years, drug usage has become extremely common in our society. It is important that the Department be aware of your past and current illegal drug usage, because as a fire fighter you may, in the future, be called to testify as a witness in a criminal prosecution of an individual charged with illegal drug usage, and the defense could ask about your personal drug usage in an effort to attack or impeach your credibility.

Let's discuss what we mean by drug usage. By usage we mean the ingestion of drugs into your system. Ingestion is defined as, but not limited to; snort, sniff, inject (needle), smoke puff, toke, oral (by pill, tab, tasting, or mixed with food or drink), or absorbed into the body by any means. Each separate instance of usage, regardless of quantity consumed, constitutes "one time used".

We are also interested in identifying exactly when you used a drug. You will be given an opportunity to explain the first date that you used each drug, and the last time you used each drug.

You must also explain how you used the drug. If the drug was smoked, snorted, injected, eaten, or used in any other manner, you must explain how it was used.

When asked to give the maximum number of times that you used the drug, you must give the **ABSOLUTE MAXIMUM NUMBER OF TIMES YOU USED THE DRUG.** For instance, if you have snorted cocaine six times, and you state that you used cocaine five times, you will appear to be deceptive when questioned. Likewise, if you are not sure how many times you used a drug, such as marijuana, then state the absolute maximum number of times you <u>could</u> have used the drug.

Now, please consider the following chart, explaining if you have used each of the drugs mentioned, the first time (year) you used the drug, the last time (month and year) you used the drug, the maximum number of times you used the drug, and how you used the drug. If you have never used the particular drug, then check the appropriate **NEVER** area. Please list only drugs not prescribed to you that you have used. Prescription drugs of another person's, even though legally prescribed, that you used should be listed.

DRUG	FIRST TIME USED	LAST TIME USED	MAXIMUM TIME USED	HOW USED	<u>NEVER</u>
PCP					
Angel dust					
THC					
LSD					
Peyote					
Mescaline					
Heroin					
Cocaine					
Quaaludes					
Downers					
Tranquilizers					
Amphetamines					
Methamphetamine					
Speed/Crank					
Biphetamine					
Ecstasy/XTC					
Ice					
Preludin					
Dilaudid					
Talwin/PBZ					
Inhalants (glue, paint)					
Mushrooms (Psilocybin)					
Designer Drugs					
Anabolic					
Steroids					
Rohypnol(date rape drug)					

1.	As an adult, have you used the following drugs in the past 5 years? Marijuana Yes() No() Hashish Yes() No()
2.	Would you arrest a friend or family member for a drug violation if you were a firefighter? Yes () No ()
3.	Have you ever sold or furnished any controlled substance or illegal drug? Yes () No ()
4.	Which substance did you furnish, sell, or buy?
5.	When was the last time you sold, furnished or bought?
6.	Have you abused any prescribed medication within the past five (5) yrs? Yes () No () Type:
	How did you abuse the medication?
7.	Have you been involved in the manufacturing of an illegal drug? Yes () No () Type:
8.	Have you ever lied to a doctor about symptoms in order to get a prescription, such as Valium or a pain killer? Yes No Explain:
9.	Do you associate with individuals who use illegal drugs, and/or abuse medication?
10.	Have you ever attempted and/or succeeded in "getting high" with products such as paint, glue, gasoline, nitrous oxide, etc?

Applicant's Name:_____ - ____ - ____ - ____ You are not eligible for employment with the Pharr Fire Department unless you complete this statement and, if required, give proof that you are registered with the Selective Service. Α. I certify that I am not required to be registered with Selective Service because (check one) _____ I am a female _____ I am in the Armed Services on active duty (Note: Members of the Reserves and National Guard are not considered to be on active duty). _____ I have not reached my 18th birthday I was born before 1960 I am a permanent resident of the Trust Territory or the Northern Mariana Islands. I certify that I am registered with Selective Services. B. Call the Selective Services phone number to obtain your confirmation number: 1-847-688-6888 My Selective Services Confirmation Number is:_____ Applicant

U.S. Selective Services Registration Compliance

MILITARY SERVICE

Have you ever been rejected by any branch of the Armed Forces: Yes No	
Have you ever been a member of any branch of the US Armed Forces: Yes No If yes, Branch of Service: Highest Rank:	
Induction:// Discharge:// Type/Discharge://	
Awards:(Type and Date awarded)	
Special Schools/Training:	
While in the military service, were you ever arrested for an offense which resulted in trial by Deck Court or Summary, Special or General court martial? If yes, give date, place, law enforcing authority or type of Court of court martial; char and action taken for each incident. Charge: Date://Results:	rge
Date:/	
Last duty station and name of Commanding Officer Are you currently a member of a US Reserve or National/State Guard Organization:	
Branch of Service;Grade and Service #	
Are you: Active Standby Inactive	
Organization/Station/Unit and Location:	

PERSONAL REFERENCES

List six (6) persons that can provide current information about you; <u>do not list relatives</u> <u>or past/present employers.</u> (Must be 3 years or more)

Name:	Occupation:	
Address:		Years Known:
Home Phone #()	Work Phone # <u>(</u>)	
Describe your relation	nship with this person:	
===========		=======================================
Name:	Occupation:	
Address:		Years Known:
Home Phone #()	Work Phone # ()	
Describe your relation	nship with this person:	
=======================================		=======================================
Name:	Occupation:	
Address:		Years Known:
Home Phone #()	Work Phone # ()	
Describe your relation	nship with this person:	
=======================================		=======================================
Name:	Occupation:	
Address:		Years Known:
Home Phone #()-	Work Phone # ()	
Describe your relation	nship with this person:	
	:======================================	========
Name:	Occupation:	
Address:		Years Known:
Home Phone #()	Work Phone # ()	
Describe your relation	nship with this person:	
		=========
Name:	Occupation:	
Addroso:		Years Known:
Home Phone #()-	Work Phone # ()	
	nship with this person:	

PERSONAL INQUIRY WAIVER FORM AUTHORITY TO RELEASE INFORMATION

I,		
Applicant's Signature	Date	
Sworn and subscribed before me, a N the day of,	otary Public, in and for the State of,	this
My commission expires		
 Notary Signature	(Seal)	

CONFIDENTIAL INFORMATION AGREEMENT FORM

In order to determine your qualifications, for this sworn Civil Service position, it will be necessary to conduct a comprehensive background investigation. To a great extent, an employment offer will depend upon an assessment of confidential information obtained from your interview, psychological evaluation, driving history, credit report, and other confidential documents. In addition, confidential information will sought from previous employers and other persons with whom you have been associated. Applicants will not have access to the above-named information, nor have access to the identities of persons interviewed.

If you are rejected for cause, one or more of the seventeen (17) reasons for the rejection as listed in Section of the Local Civil Service Government Code, said cause will be noted in written notification of rejection to you. Your rejection notification will also reflect if the reason(s) for our non-acceptance of you is of a temporary reconcilable nature, or one of permanence.

This agreement is not to be in conflict with State Civil Service Rules, and such Rules shall be the governing policy as long as the Civil Service Rules are in effect.

I have read the above statement and fully understand its meaning and agree with its provisions.

Applicant Name	(Print)	
Applicant Signature		Date
Sworn and subscribed of	d before me, a Nota	ary Public for the State of, this the da
Notary Signature		(Seal)

PHARR FIRE DEPARTMENT

AGREEMENT TO PERMIT CREDIT CHECK

Name of Applicant:
I understand a credit check will be conducted as part of my application for employment with the Pharr Fire Department. A copy of this document shall be provided by me to the Pharr Fire Department to obtain credit information from a consumer reporting agency. I understand that the Pharr Fire Department may take adverse action, denying my application for employment, as a result of the information contained in my credit report.
By signing this form, I authorize the Pharr Fire Department to review my credit report for employment purposes.
Signature of Applicant
Date

PHARR FIRE-RESCUE

Verification Of Documents

Fire Administration Use ONLY

 BIRTH CERTIFICATE	☐ COPY ATTACHED	VERIFIED BY
 SOCIAL SECURITY CARD	☐ COPY ATTACHED	VERIFIED BY
 NATURALIZATION PAPERS	(Unlawful to Copy)	VERIFIED BY
 DRIVERS LICENSE	COPY ATTACHED STATE CLASS EXP. DATE	VERIFIED BY
 LOCAL POLICE CRIMINAL RECORD CHECK	□COPY ATTACHED	VERIFIED BY
 HIGH SCHOOL DIPLOMA & TRANSCRIPT OR GED CERT	□COPY ATTACHED	VERIFIED BY
 COLLEGE/UNIVERSITY TRANSCRIPTS	☐ COPY ATTACHED	VERIFIED BY
 SELECTIVE SERVICE CARD (Copy or Printed Online Verification)	☐ COPY ATTACHED	VERIFIED BY
 TEXAS FIREFIGHTER CERTIFICATE	☐ COPY ATTACHED	VERIFIED BY
ECA OR EMT CERTIFICATE	☐ COPY ATTACHED	VERIFIED BY
MARRIAGE CERTIFICATE	☐ COPY ATTACHED	VERIFIED BY
DIVORCE DECREE/ANNULMENT	☐ COPY ATTACHED	VERIFIED BY
MILITARY DD FORM 214	☐ COPY ATTACHED	VERIFIED BY
 COPY OF CREDIT REPORT WITH CREDIT SCORE	☐ COPY ATTACHED	VERIFIED BY

Please answer to the best of your ability (writing skills are important).
How have you prepared yourself to be a Fire Fighter?
Why is becoming a Fire Fighter important to you?
vviiy io booonining a r no r ighter important to you.

I HEREBY CERTIFY THAT THERE ARE NO WILLFUL MISREPRESENTATIONS,
OMISSIONS, OR FALSIFICATIONS IN THIS PERSONAL HISTORY STATEMENT. I AM FULLY AWARE THAT ANY SUCH MISREPRESENTATIONS, OMISSIONS, OR
FALSIFICATIONS WILL BE GROUNDS FOR IMMEDIATE PERMANENT REJECTION
OF MY APPLICATION, OR IF CURRENTLY EMPLOYED WITH THE DEPARTMENT, TERMINATION OF SAID EMPLOYMENT.
1 1
SIGNATURE OF APPLICANT DATE