

## **Wales Genesee Fire Department Hiring Process**

1. Application Packet – Applicants must fill out application. Applicant’s name, address, phone number, and signature (if applicant picks up application in person) must be recorded in the log book
2. Review of applications by the personnel committee and Fire Chief
3. Interviews
4. Tentative offer of employment
5. Background checks
6. Pre-employment physical/drug screen

Note: For responding purposes, applicants should live or work within the jurisdiction boundaries of the Wales Genesee Fire Department. Special considerations will be given to applicants living or working outside of the area on a case-by-case basis.