

## APPLICATION PACKET CHECKLIST

*Return with Application*

Applicant Name: \_\_\_\_\_

Date: \_\_\_\_\_

Each item below must be returned with your application packet. Please use the checklist to ensure each item is included with your returned application. This information will remain on file for a minimum of one year from the date of receipt.

### REQUIRED ENCLOSURES

Application completed and signed

Letter of interest

Driving Record – Complete Record

(available online from WA State Department of Licensing or from the state where licensed is issued)

Copy of current EMT certification

Verification of successful completion of the CPAT physical ability test, from a licensed provider, taken within the six-month period preceding the date of the written exam (may be included in packet or provided on the date of the written examination). – ***A CPAT will be scheduled at McLane Black Lake Fire Department prior to September 21. If you need the CPAT test, let us know. There will be a \$150 fee to cover the cost of the CPAT test.***

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### OPTIONAL ITEMS

Resume

Certifications pertaining to the position