



Instructions

1. Complete and sign the Nehalem Bay Fire & Rescue employment application.
2. Your resume should include copies of certifications/licenses required in the position announcement.
3. Please write a cover letter of why you're interested in being a Division Chief Training Officer with Nehalem Bay Fire & Rescue District.
4. Please include a written description of the following in addition to your resume with each area titled and listed separately.
 - Description of your experience working in a combination/volunteer fire department(s).
 - Job responsibilities including as mid-level manager or higher position and dates promoted.
 - Administrative experience (budgeting, personnel management, planning etc...)
 - Professional and community associations/organizations/service clubs and activities (including leadership roles.)
 - Describe your experience with training program management and delivery that has prepared you to take on this position as a Division Chief Training Officer.
 - Describe your educational and training background.
 - Describe why you think you would make an outstanding candidate for this job.

Applications must be received no later than **4:00 PM PDT - Friday September 14, 2018.**

Return applications to: Nehalem Bay Fire & Rescue District
Division Chief Application
36375 Hwy 101 N.
Nehalem, OR 97131