



# East Bay Regional Park District

## ASSISTANT FIRE CHIEF Supplemental Statement

**NAME:** \_\_\_\_\_  
(Please Print)

The purpose of this supplemental statement is to allow you to elaborate on your qualifications in specific job-related areas. This supplemental statement and your regular application will be evaluated on a competitive basis to determine which applicants will continue in the selection process. Therefore, it is important that you describe your work experience thoroughly and accurately. Be specific. Your supplemental statement must also demonstrate your ability to write concise and well-organized documents.

Please respond to items 1 through 4 on separate paper. You are limited to a total of three (3) typed (8-1/2 x 11) pages to respond to those items. When describing your experience, first indicate the job where you gained the experience by referring to #11 of the application form and identify that job by letter (a, b, or c).

1. **SUPERVISORY EXPERIENCE**  
Select the job from your background that has the most relevant supervisory experience and describe your supervisory responsibilities. Include the amount of supervisory experience (indicate in months and years), the number of employees supervised and their job titles.
2. **FIRE PREVENTION, FUELS MANAGEMENT, & PRE-FIRE INCIDENT PLANNING EXPERIENCE**  
Summarize your experience with fire prevention, fuels management, and pre-fire incident planning programs and describe the related administrative responsibilities you have performed.
3. **FIREFIGHTING AND PRESCRIBED FIRE EXPERIENCE**  
Describe any fire suppression experience you have. Specifically, include any experience in wildland firefighting and prescribed fire.
4. **RELATED EXPERIENCE**
  - a) Describe a fire planning project that you have been involved with that required you to provide written documentation of your finding or recommendation. *(Please provide a brief summary your report)*
  - b) Describe any training and/or experience you've had working within the ICS.
  - c) Describe your computer skills. Specifically, include any experience you may have with GIS.
  - d) Describe your experience working with community groups, other agencies, and governmental officials.

Please remember that you are strictly limited to a maximum of three pages to respond to items 1 through 4. Staple this form and the supplemental pages to your Application Form, and submit these materials as your completed application packet.

***IMPORTANT! I certify that the information I have provided is true and correct to the best of my knowledge. I understand that any misrepresentation of information may cause me to forfeit all rights to employment with the East Bay Regional Park District.***

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date