NORTH ROYALTON FIRE DEPARTMENT

Lateral Transfer Application

Instructions: **PLEASE READ CAREFULLY**

The process of Lateral Entry is established as a method for hiring experienced Firefighter/Paramedics from other jurisdictions who have obtained and maintained State of Ohio Paramedic licensure and Firefighter II certification. Candidates applying through this process shall meet the minimum requirements of the Civil Service Commission Rules and Regulations. Such candidates shall also meet the following pre-requisites:

- Currently employed or previously employed within the last twelve (12) months, as a full-time firefighter/paramedic for a jurisdiction in the State of Ohio.
- Candidate must hold a State of Ohio Paramedic license and Firefighter II Certificate. **A valid certificate from the Cuyahoga County Community College, or Auburn Career Center, firefighter physical agility exam (PAT) must be presented BY JULY 10, 2026. (Candidate must meet/pass the physical agility examination with a time of 5 minutes or less).**
- Candidate must have a minimum of one (1) year of full-time experience in the State of Ohio, including having completed the probationary period.
- Candidate must also be a Citizen of the United States, at least 18 years of age, hold a valid Ohio Driver's license, be and remain insurable under the City's vehicle insurance program, have a high school diploma or GED, and of good moral character. Candidate disqualifiers include any felony level conviction or currently being charged or under indictment for any felony level offense. Convictions of some misdemeanors may also result in disqualification.
- Those interested in being considered for lateral transfers to the North Royalton Fire Department shall print, complete and return:
    - Application
    - Authorization for Release of Personal Information
    - Copy of valid Driver's License
    - Copy of State of Ohio Paramedic License & Firefighter II Certificate
    - Valid certificate **must be presented by July 10, 2026,** from the Cuyahoga County Community College, or Auburn Career Center, Firefighter Physical Agility Exam (PAT) (Candidate must meet/pass the physical agility examination with a time of 5 minutes or less).
    - Copy of DD214 (if applicable).

Starting on Monday, March 2, 2026, and ending on Friday, May 1, 2026

Applications can be returned:

1. By mailing application and additional documents listed above to:
   North Royalton City Hall
   14600 State Road
   North Royalton, Ohio 44133
   ATTN: Jaime Anton - Lateral Transfer

2. By dropping off at City Hall, 14600 State Road, North Royalton, the completed paperwork listed above with applicant's name, Lateral Transfer, Attn: Jaime Anton, written on the outside of the envelope. **Completed paperwork may be dropped off weekdays -- 8:00 a.m. – 4:30 p.m., Monday, March 2, 2026, ending on Friday, May 1, 2026**.

3. **Email all required paperwork to janton@northroyalton.org from Monday, March 2, 2026, through Friday, May 1, 2026, at 4:30 p.m. (Agility exam will be accepted until July 10, 2026)**

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Applicant Information

Name:_____
Last First Middle

Address:_____

City: _____State:_____Zip: _____

Telephone: _____Cell Phone: _____

Driver's License Number: _____ Issue State:_____

If you have ever been charged with, or convicted of, any violation of the law in either Ohio or any other state, provide the date and location, the charges, and the disposition of the charges.
Any felony conviction is a disqualifier.

_____

_____

Applicant's Signature:_____

Date:_____ Applicant's Email_____

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Professional References – Please list three references who are not relatives

Name: _____ Phone: _____

Relationship: _____ How long known: _____

Address: _____

Name: _____ Phone: _____

Relationship: _____ How long known: _____

Address: _____

Name: _____ Phone: _____

Relationship: _____ How long known: _____

Address: _____

Educational Background

High School: _____

Dates Attended: _____

Address: _____

Graduate (Circle One) YES NO Year: _____

College: _____

Dates Attended: _____

Address: _____

Degree Attained: _____

Other: _____

Dates Attended: _____

Address: _____

Degree Attained: _____

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Military Experience – *Attach a copy of DD214*

Branch:_____ Service Dates: _____

Discharge Date: _____Rank at Discharge:_____

Discharge Classification: _____

Employment History

Employer: _____

Address: _____

Phone Number: _____ Job Title: _____

Dates Employed: From: _____ to _____

Supervisor: _____May we contact as a reference: YES / NO

Employer: _____

Address: _____

Phone Number: _____ Job Title: _____

Dates Employed: From: _____ to _____

Supervisor: _____May we contact as a reference: YES / NO

Employer: _____

Address: _____

Phone Number: _____ Job Title: _____

Dates Employed: From: _____ to _____

Supervisor: _____May we contact as a reference: YES / NO

List any other courses, classes, training that would enable you to perform the position for which you are applying:

_____

_____

_____

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Authorization for Release of Personal Information

I, _____, do hereby authorize a review of and full disclosure of all records concerning myself to any duly authorized agent of the North Royalton Fire Department, whether the said records are of a public, private, or confidential nature at any time after receipt of this authorization and during the course of my employment, to the extent permitted by law.

The intent of this authorization is to give my consent for full and complete disclosure of the records of educational institutions; financial or credit institutions; including records of loans; the records of commercial or retail credit agencies (including credit reports and/or ratings); and other financial statements and records wherever filed; medical and psychiatric treatment and/or consultation, including hospitals, clinics, private practitioners, and the U.S. Veterans' Administration; employment and pre-employment records, including background reports, polygraph and/or Computerized Voice Stress Analyzer reports, charts and tapes; efficiency ratings, complaints or grievances filed by or against me; and the records and recollections of attorneys at law, or other counsel, whether representing me or another person in any case, either criminal or civil, in which I presently have or have had an interest.

I understand that any information obtained by a personal history background investigation which is developed directly or indirectly, in whole or part, upon this release authorization will be considered in determining my suitability for employment by the North Royalton Fire Department. I also certify that any person(s) who may furnish such information concerning me shall not be held accountable for giving this information; and I do hereby release said person(s) from any and all liability which may be incurred as a result of furnishing such information.

A photocopy of this release form will be valid as an original thereof, even though the said photocopy does not contain an original writing of my signature.

Full Name: _____

Maiden Name (if applicable):_____

_____ _____ _____ _____

Social Security Number Date of Birth Driver's License Number Phone Number

Current Address: _____

_____

Previous Address:_____
(If less than 5 years)

Signature: _____ Date: _____

STATE OF OHIO COUNTY OF CUYAHOGA _____Being first duly sworn

on his/her oath say that the statements made and subscribed by him/her in the foregoing application are true.

_____

Sworn to and subscribed before me this _____day of _____, 20___.

In the county of Cuyahoga and the State of Ohio

_____ _____

Signature of Notary My Commission Expires:

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For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.
Para información en español, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act
The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under FCRA.

 You must be told if information in your file has been used against you. Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.

 You have the right to know what is in your file. You may request and obtain all the information about you in the files of a consumer reporting agency (your "file disclosure"). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:

- a person has taken adverse action against you because of information in your credit report;
- you are the victim of identity theft and place a fraud alert in your file;
- your file contains inaccurate information as a result of fraud;
- you are on public assistance;
- you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

 You have the right to ask for a credit score. Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.

 You have the right to dispute incomplete or inaccurate information. If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.

 Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information. Inaccurate, incomplete, or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.

 Consumer reporting agencies may not report outdated negative information. In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.

 Access to your file is limited. A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.

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 You must give your consent for reports to be provided to employers. A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.

 You may limit "prescreened" offers of credit and insurance you get based on information in your credit report. Unsolicited "prescreened" offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address form the lists these offers are based on. You may opt out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).

 The following FCRA right applies with respect to nationwide consumer reporting agencies**:**
CONSUMERS HAVE THE RIGHT TO OBTAIN A SECURITY FREEZE
You have a right to place a "security freeze" on your credit report, which will prohibit a consumer reporting agency from releasing information in your credit report without your express authorization. The security freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a security freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit.
As an alternative to a security freeze, you have the right to place an initial or extended fraud alert on your credit file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer's credit file. Upon seeing a fraud alert display on a consumer's credit file, a business is required to take steps to verify the consumer's identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting 7 years.

A security freeze does not apply to a person or entity, or its affiliates, or collection agencies acting on behalf of the person or entity, with which you have an existing account that requests information in your credit report for the purposes of reviewing or collecting the account. Reviewing the account includes activities related to account maintenance, monitoring, credit line increases, and account upgrades and enhancements.

 You may seek damages from violators. If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.

 Identity theft victims and active-duty military personnel have additional rights. For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS:	**CONTACT:**
1.a. Banks, savings associations, and credit unions with total assets of over $10 billion and their affiliates b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the CFPB:	a. Consumer Financial Protection Bureau 1700 G Street, N.W. Washington, DC 20552 b. Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue, N.W. Washington, DC 20580 (877) 382-4357

2. To the extent not included in item 1 above: a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act. c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations d. Federal Credit Unions	a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050 b. Federal Reserve Consumer Help Center P.O. Box 1200 Minneapolis, MN 55480 c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106 d. National Credit Union Administration Office of Consumer Financial Protection (OCFP) Division of Consumer Compliance Policy and Outreach 1775 Duke Street Alexandria, VA 22314
3. Air carriers	Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, S.E. Washington, DC 20590
4. Creditors Subject to the Surface Transportation Board	Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, S.W. Washington, DC 20423
5. Creditors Subject to the Packers and Stockyards Act, 1921	Nearest Packers and Stockyards Administration area supervisor
6. Small Business Investment Companies	Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, S.W., Suite 8200 Washington, DC 20416
7. Brokers and Dealers	Securities and Exchange Commission 100 F Street, N.E. Washington, DC 20549
8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations	Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090
9. Retailers, Finance Companies, and All Other Creditors Not Listed Above	Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue, N.W. Washington, DC 20580 (877) 382-4357