



COSUMNES FIRE DEPARTMENT

Firefighter Background Investigation Document Preparation Guide

Candidates who progress to the Background Investigation phase of the Firefighter recruitment process will be asked to provide detailed information regarding their personal, educational, and employment history. This stage is an important component of determining a candidate's overall suitability for a career in the fire service. While the specific documentation requested may vary, applicants are strongly encouraged to begin preparing early. Having key documents readily available not only streamlines the process but also reduces delays and ensures a smoother experience should you advance to this phase.

The list below outlines common documents that may be requested during a fire service background investigation. Candidates are advised to gather and organize these documents in advance.

Documents Commonly Requested During a Firefighter Background Investigation

- Birth Certificate
- Valid Driver's License (state-issued)
- Marriage Certificates, Declaration of Domestic Partnership
- Eligibility to work in the United States
- Relatives, References, and Acquaintances
- Current Residence
- Civil Judgments or Other Legal Documents
- Certificates of Training or Achievement
- Employment History, including Performance Evaluations
- Official DMV Driving Record Printout
- Military Separation Documents (DD214), if applicable.
- High School and College Transcripts
- Proof of Automobile Liability Insurance
- Selective Service Registration
- Copy of Social Security Card
- Two Passport-Sized Color Photographs
- Any Other Supporting or Applicable Documentation