

**AN EQUAL OPPORTUNITY EMPLOYER  
THE ROSSFORD CIVIL SERVICE COMMISSION  
ANNOUNCES  
AN  
OPEN COMPETITIVE EXAMINATION  
TO BE GIVEN FEBRUARY 18<sup>TH</sup>, 2012**

**TITLE OF EXAMINATION:** PROBATIONARY PATROL OFFICER FULL AND/OR PART TIME

**DUTIES OF THE POSITION:** TO PROVIDE GENERAL POLICE SERVICES FOR THE PROTECTION OF LIFE AND PROPERTY THROUGH THE ENFORCEMENT OF THE LAW AND ORDINANCES CONSISTING OF ROUTINE PATROL WORK IN AN ASSIGNED AREA. PRELIMINARY INVESTIGATION AND MISCELLANEOUS DUTIES AND PERFORMED IN ACCORDANCE WITH THE GUIDANCE THROUGH DEPARTMENTAL POLICIES AND PROCEDURES.

**MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:** APPLICANT MUST POSSESS A VALID HIGH SCHOOL DIPLOMA OR G.E.D CERTIFICATE. SECONDARY EDUCATION IS PREFERRED. PREVIOUS EXPERIENCE AS A LAW ENFORCEMENT OFFICER IS ALSO PREFERRED.

**OPOTA CERTIFICATION REQUIRED:** OPOTA CERTIFICATION MUST BE SUBMITTED TO THE COMMISSION ALONG WITH THE APPLICATION FOR EXAMINATION.

**AGE REQUIREMENTS:** MUST BE 21 YEARS OF AGE ON OR BEFORE FEBRUARY 18<sup>TH</sup>, 2012. **APPLICANTS MUST PRESENT BIRTH CERTIFICATE OR NATURALIZATION PAPERS AT THE TIME OF FILING THE APPLICATION WITH THE CIVIL SERVICE COMMISSION TO VERIFY MINIMUM AGE.**

**FITNESS AND MEDICAL:**

1. MUST PASS MINIMUM FITNESS REQUIREMENTS BEFORE BACKGROUND INVESTIGATION.
2. UPON CONDITIONAL EMPLOYMENT, MUST BE ABLE TO PASS A MEDICAL AND PSYCHOLOGICAL EXAMINATION GIVEN BY THE CITY DESIGNATED PHYSICIAN, WHO WILL CERTIFY THAT THE APPLICANT MEETS THE REQUIREMENTS, SET FORTH BY THE CITY OF ROSSFORD, NECESSARY TO PERFORM THE DUTIES OF A ROSSFORD POLICE PATROL OFFICER.

**SALARY BASE:** \$18.26 PER HOUR CURRENT WAGE SUBJECT TO NEGOTIATED CONTRACT

UPON PROMOTION OF PROBATIONARY PATROL OFFICER, TO THE POSITION OF REGULAR PATROL OFFICER, THE OFFICER SHALL RECEIVE COMPENSATION AS DETERMINED BY THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF ROSSFORD AND THE OHIO PATROLMEN'S BENEVOLENT ASSOCIATION. THE PROBATIONARY PERIOD IS ONE (1) YEAR. TOP RATE IS ACHIEVED AFTER THREE YEARS.

**RESIDENCY:** MUST RESIDE WITHIN WOOD COUNTY OR ADJACENT COUNTIES WITHIN SIX (6) MONTHS OF COMPLETION OF THE PROBATIONARY PERIOD.

**ENTRANCE FEE:** **NO ENTRANCE FEE FOR THE APPLICATION**

**APPLICATIONS:** APPLICATIONS WILL BE ACCEPTED BEGINNING MONDAY JANUARY 23<sup>TH</sup>, 2012, BETWEEN THE HOURS 9a – 4p AND MUST BE FILED BEFORE 12:00P.M., FRIDAY FEBRUARY 10<sup>TH</sup>, 2012.

**ALL APPLICATIONS MUST BE OBTAINED AND FILED IN PERSON AT THE OFFICE OF THE ROSSFORD CIVIL SERVICE COMMISSION, 133 OSBORN STREET, ROSSFORD, OHIO 43460-1236. OFFICE HOURS ARE MONDAY THRU FRIDAY, 9:00 A.M. – 4:00 PM.**

**Applicants must present valid Driver's License and Birth Certificate at time of application.**

**Information Packets available on-line for review.**

**TEST SITE:  
FEBRUARY 18<sup>TH</sup>, 2012 AT 10:00 A.M**

**ADDRESS: ROSSFORD RECREATION CENTER  
400 DIXIE HIGHWAY  
ROSSFORD, OHIO 43460**

NO ONE SHALL BE ADMITTED AFTER 10:00 A.M.

MUST POSSESS A VALID OHIO DRIVER'S LICENSE OR EQUIVALENT FROM ANOTHER STATE WHICH INCLUDES A PHOTO. THIS PHOTO ID MUST BE PRESENTED AT THE TIME OF THE EXAMINATION.

**VETERAN'S CREDIT:** REQUEST FOR VETERAN'S CREDIT MUST BE SUBMITTED TO THE COMMISSION ALONG WITH THE APPLICATION FOR EXAMINATION AND MUST AT THAT TIME BE ACCOMPANIED BY A COPY OF THE APPLICANT'S DISCHARGE PAPERS.

CITY OF ROSSFORD  
CIVIL SERVICE COMMISSION  
BETTY WOODS, CHAIRMAN  
DICK GOEKE  
RAY MILLER

The City of Rossford only considers as acceptable those degrees from degree granting institutions approved by one of two nationally recognized accredited organizations; either the U.S. Department of Education or the Council for Higher Education

Because of the public records laws in Ohio, the identity of applicants and application materials cannot be considered to be confidential.

Visit [www.rossfordpolice.com/employment](http://www.rossfordpolice.com/employment) for more information.  
Revised 1/24/12