



City of North Royalton Pre-Employment Application

You must complete this form to apply for employment. Answers must be complete and legible. Applications lacking sufficient information will not be processed.
The City of North Royalton is an Equal Opportunity Employer and provider of ADA services.

Applicant Information

Applicant's Name (Last, First, M.I.)	Position Applying For	
Street Address	How did you hear about this job?	
City	State	Zip
Phone Number	Alternate Phone Number	
E-mail Address	Do you need an aide, assistance or accommodation to complete this application? If yes, please ask to be referred to the City HR Office.	
Have you ever been a member of the Armed Services?	If yes, number of years served:	
Duty/Specialized Training	Branch	

- | | | |
|--|------------------------------|-----------------------------|
| 1. Have you ever been employed by the City of North Royalton before? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Are any of your employment records under a different name? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Do you have the use of a motor vehicle, if the job requires it? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. Are you willing and able to secure an Ohio Driver's License, if a license is required? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. Do you have a valid Commercial Driver's License? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6. Can you travel if the job requires it? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 7. Have you ever been discharged or suspended by an employer or resigned in lieu of dismissal? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 8. Are you able to perform the essential functions of the position with or without accommodations? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 9. Can you perform the job-related requirements of the specific job for which you are applying? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 10. Do you have supplemental employment that could be a potential conflict with the position you are applying for? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 11. Are you related to anyone who currently works for the City of North Royalton? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

If you answered "Yes" to questions 1, 2, 7, 10, 11 or "No" to questions 8 or 9, please explain in full below, indicating by number the question to which you are responding:

Education and Training

School

Elementary			
High School Graduate/GED			
	College & Major	# Years Attended	Did you Graduate?
Associates Degree			<input type="checkbox"/> Yes <input type="checkbox"/> No
Bachelor's Degree			<input type="checkbox"/> Yes <input type="checkbox"/> No
Master's Degree			<input type="checkbox"/> Yes <input type="checkbox"/> No
Other			<input type="checkbox"/> Yes <input type="checkbox"/> No

Occupational Licenses, Registration, Certificates (attach copies)

License/Certificates Issued By	Field/Trade/Specialization	License/Certification No.	Issue Date	Expiration Date

Employment History

Please list below all work-related experience, starting with the most recent employment and working backwards. Provide a detailed description of regularly assigned ongoing duties for each job. Additional sheets may be attached if necessary. Please attach a current resume (if available) to this application.

Employer	Job Title	Dates of Employment (Month & Year)	
		From:	To:
Business Address			
Supervisor Name and Title		Starting/Ending Salary	Telephone No.
Description of job duties and give approximate percentage of major duties		Reason for leaving	

Employer	Job Title	Dates of Employment (Month & Year)	
		From:	To:
Business Address			
Supervisor Name and Title		Starting/Ending Salary	Telephone No.
Description of job duties and give approximate percentage of major duties		Reason for leaving	

Employer	Job Title	Dates of Employment (Month & Year)	
		From:	To:
Business Address			
Supervisor Name and Title		Starting/Ending Salary	Telephone No.
Description of job duties and give approximate percentage of major duties		Reason for leaving	

List any other courses, classes, trainings, or volunteer work that would enable you to perform the position for which you are applying.

Special Skills: List specialized training, office machines you can operate, typing speed, languages you speak fluently, etc. and any other skills which add to your qualifications.

Do you have computer skills? Please list software programs you have used:

Do we have permission to contact your present employer? Yes No

Do we have permission to contact your previous employer? Yes No

Date available for employment:

References

List three PROFESSIONAL references, other than relatives, who may be contacted.

Name and Address	Telephone Number	Occupation
Name and Address	Telephone Number	Occupation
Name and Address	Telephone Number	Occupation



The City of North Royalton will not discriminate against any individual or group because of race, sex, sexual orientation, religion, age, height, weight, genetic information, national origin, color, marital status, political beliefs or disability. Applicants with a disability who may need an accommodation to complete the pre-employment application or participate in the interview process should make such a request to the City of North Royalton Human Resource Department.

Visit our website at www.northroyalton.org

Applicant Certification

I certify that all information above is true and complete and I agree and understand that any falsification of material facts will result in forfeiting any rights to consideration for employment with the City of North Royalton. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that if accepted by the City of North Royalton, my employment is voluntarily entered into and I am free to resign at any time. Similarly, the City of North Royalton is free to conclude my employment at any time. I further recognize that this application is not a contract and cannot create a contract, and that if hired I will be an employee at will, subject to discharge without cause unless otherwise specified by law.

Applicant Signature

Date



**CITY OF NORTH ROYALTON
EQUAL EMPLOYMENT OPPORTUNITY**

Responses to the questions below are OPTIONAL. These questions are included to assist our equal employment opportunity efforts. Providing this information is VOLUNTARY and will in no way affect the processing of your application or your being considered for employment. Human Resources will process your responses to these confidential questions separately. Responses will be used for statistical purposes only.

Position Applied For: _____ Date: _____

Sex:

Male Female

Age group:

- Under 18
 18-25
 26-39
 40-54
 55-69
 70+

Race/Ethnicity:

- White:** All persons having origins in any of the original peoples of Europe, North Africa or the Middle East.
- Black or African American:** All persons having origins in any of the Black racial groups of Africa.
- Hispanic or Latino:** All persons of Mexican, Puerto Rican, Cuban, Central or South America or other Spanish culture or origin, regardless of race.
- Asian:** All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent (for example, China, India, Japan and Korea).
- Native Hawaiian or Pacific Islander:** All persons having origins in any of the original peoples of the Hawaiian Islands and Pacific Islands (for example, Hawaii, Philippine Islands and Samoa).
- American Indian or Alaskan Native:** All persons having origins in any of the original peoples of North America and who maintain cultural identification through tribal affiliation or community recognition.
- Other:** Please self- define. _____

Are you an individual with a physical or mental impairment which substantially limits one or more of your major life activities?

Yes No

Are you a veteran?

Yes No

If you answered "Yes" to the previous question, please indicate if one or more of the following apply.

- Military Status:** The performance of duty in a uniformed service, to include active duty, active duty for training, initial active duty for training, inactive duty for training, full-time National Guard duty.
- Disabled Veteran:** A person whose discharge or release from active duty was for a disability incurred or aggravated in the line of duty.
- Desert Storm/Shield Veteran:** A person whose active duty was performed after August 2, 1990, in the Persian Gulf Conflict.
- Vietnam Area Veteran:** A person served on active duty for a period of more than 180 days, any part of which occurred between August 5, 1964, and May 7, 1975.



City of North Royalton

Civil Service Commission

Timothy Lewandowski, Pres.
Joseph Sadie
Robert Jankovsky

14600 State Road · North Royalton, OH 44133

440-237-5686 · fax: 440-582-6334

APPLICANT CHECKLIST **to be handed in with application**

PLEASE HAVE ALL YOUR COPIES MADE PRIOR TO RETURNING YOUR APPLICATION

Required Items:

- _____ Signed Application
- _____ Copy of valid Drivers License
- _____ Copy of current Paramedic Certification
- _____ Copy of Physical Agility Test Certificate from Tri-C Fire Academy
- _____ \$25.00 non-refundable filing fee (cash, check or money order)

If you possess any and/or all of the following, in order to receive credit upon 70% passing of written exam, copies must be attached to your application:

- _____ Military DD214 Discharge Certificate (showing Honorable Discharge)
- _____ College Degree in Fire Technology (and/or Official Transcript showing degree earned). If you are submitting only the degree, make sure it specifies Fire Technology on the degree.
- _____ Valid State of Ohio Firefighter Level 2 Certification

Applicant's signature

Date



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FIREFIGHTER/PARAMEDIC APPLICANTS:

YOUR APPLICATION PACKET CONTAINS THE FOLLOWING:

- [1] Application and Checklist
- [2] Notice of Examination
- [3] Applicant Notice
- [4] Excerpts from:
 - (a) North Royalton Civil Service Commission Rules and Regulations
 - (b) Current Collective Bargaining Agreement between the City of North Royalton and the International Association of Firefighters Local 2156
 - (c) North Royalton Codified Ordinances

WHEN FILING YOUR APPLICATION, THE FOLLOWING MUST BE ATTACHED:

*****MAKE SURE ALL YOUR DOCUMENTS ARE COPIED; NO COPYING WILL BE DONE AT TIME OF FILING**

- [1] Application and Checklist
- [2] Copy of valid Drivers License
- [3] Copy of valid Paramedic Certification (State of Ohio or National Registry).
- [4] Copy of current Physical Agility Test Certificate from Tri-C Fire Academy.
- [5] If you have Military Time - Copy of Dept. of Defense DD214 Discharge (must show Honorable Discharge)
- [6] If you have a College Degree in Fire Technology - Copy of Degree and/or Official College/University Transcript showing degree earned. If you are submitting only the degree, make sure it specifies Fire Technology on the degree.
- [7] If you have proof of successful completion in State of Ohio Firefighter Level 2 Certification Course attach copy.
- [8] \$25.00 non-refundable fee (cash, check or money order payable to City of North Royalton.

FILING DEADLINE IS: FRIDAY, FEBRUARY 23, 2018, 4:00 P.M. NO APPLICATIONS WILL BE ACCEPTED AFTER THAT DATE AND TIME

IT IS YOUR RESPONSIBILITY TO MAKE SURE ALL THE REQUIRED ITEMS ARE ATTACHED WITH YOUR APPLICATION AND TO REMEMBER THE DATE OF TESTING - NO NOTICES WILL BE MAILED OUT. YOU MUST NOTIFY THE COMMISSION, IN WRITING, OF ANY ADDRESS OR PHONE NUMBER CHANGE. FAILURE TO DO SO WILL RESULT IN YOUR NAME BEING REMOVED FROM THE ELIGIBILITY LIST. ANY QUESTIONS, CONTACT THE COMMISSION SECRETARY AT 440-237-5686, EXT. 102.



FIREFIGHTER/PARAMEDIC ENTRANCE EXAMINATION **CITY OF NORTH ROYALTON, OHIO**

The City of North Royalton Civil Service Commission will conduct an examination for the position of FIREFIGHTER/PARAMEDIC to establish an eligibility list. Starting Salary-\$56,652.98. Applications available online at www.northroyalton.org and at North Royalton City Hall, 14600 State Road, North Royalton, OH weekdays only beginning January 29, 2018. The City does not accept completed applications returned by mail, fax or electronically. **Completed applications must be returned in person** between the hours of **9:00 a.m. and 4:00 p.m.** weekdays only **Monday, February 5, 2018 through Friday, February 23, 2018. Deadline for submission of application is FRIDAY, FEBRUARY 23, 2018 NO LATER THAN 4:00 P.M.**

Successful completion of the Firefighter Physical Agility Test from Cuyahoga Community College (Tri-C) is a **pre-requisite to take the written examination**; certificate is due at the time of filing your application.

Written examination will take place TUESDAY, MARCH 6, 2018 at 6:30 p.m. at the North Royalton High School Cafeteria #2, 14713 Ridge Road, North Royalton, OH. Proper identification (drivers license/picture I.D.) required for admittance.

Qualifications and Procedures: Must be a U.S. citizen; possess a valid Drivers License; minimum 18 years of age; possess a High School Diploma or equivalent (ie. G.E.D.); must achieve a minimum passing grade of 70% on the written examination; possess current Tri-C Firefighter Physical Agility Certificate. **ALL APPLICANTS must be a CERTIFIED PARAMEDIC (State of Ohio or National Registry) at time of filing application.** Individual must retain Ohio Paramedic certification for duration of employment with the City. A member appointed to any position in the Fire Department shall be a resident of Cuyahoga County or any adjoining counties, within one year after the member's date of hire. (NRCO 242.06)

Copies of the following **MUST** accompany completed application: Valid Drivers License, current Tri-C Firefighter Physical Agility Certificate, Paramedic Certification and \$25.00 filing fee (non-refundable) cash, check or money order payable to the City of North Royalton.

Applicants achieving the 70% minimum passing grade will receive extra credit upon proof presented as defined in the Application Packet. Proof must be filed with completed application. Any candidate eligible for consideration for appointment must submit to polygraph exam, background investigation and oral interview, must pass a psychological exam and medical exam including drug screening. Additional details/requirements may be found in the application packet and at **www.northroyalton.org**.

The City of North Royalton is an Equal Opportunity Employer
Timothy Lewandowski, President, Civil Service Commission

Plain Dealer: January 28, 2018; January 31, 2018

PLEASE READ CAREFULLY

- AGE: Minimum of 18 years of age.
- RESIDENT: A member appointed to any position in the Fire Department shall be a resident of Cuyahoga County or any adjoining counties, within one year after the member's date of hire. (NRCO 242.06)
- CITIZENSHIP: Applicants must be citizens of the United States. If foreign born, proof of citizenship shall be submitted upon request.
- DRIVERS LICENSE: Applicants must have a valid Drivers License. Each applicant shall submit a copy of same at time of filing application. Ohio Operator License shall be maintained throughout employment.
- EDUCATION: Each applicant must have a High School Diploma or equivalent (ie. G.E.D.).
- PARAMEDIC REQUIREMENT: All applicants must be a Licensed Paramedic (State of Ohio or National Registry) per the North Royalton Civil Service Commission and shall maintain Paramedic Certification for the duration of employment with the City. Copy of Paramedic Certification shall be submitted at time of filing application.
- CREDITS: Credits will be given as defined in the North Royalton Civil Service Commission Rules and Regulations, at the discretion of the Civil Service Commission, when the applicant achieves at least the minimum passing grade of 70%. Credits are as follows:
- [1] Military Services - copy of Department of Defense Form (DD214) Discharge (honorable) required at time of filing application. (must show honorable discharge).
 - [2] College Degrees in Fire Technology - copy of degree and/or official letter from College or University stating degree earned in Fire Technology required at time of filing application. **If submitting a copy of degree, it must indicate Fire Technology on the degree.**
 - [3] State of Ohio Firefighter Level 2 Certification - copy of State Certification required at time of filing application.

(Copies of the above Civil Service Commission Rules and Regulations sections are attached for your reference.) To receive credit, proof must be presented at the time of filing application.

- PHYSICAL EXAMS:** Qualified candidates will be subject to and must pass strict physical examination (cardiovascular and pulmonary diseases) and drug testing by qualified physician prior to appointment. Subject to random drug test pursuant to labor agreement throughout employment.
- PSYCHOLOGICAL TEST:** Qualified candidates will be subject to and must pass psychological testing by qualified psychological testing agency.
- POLYGRAPH EXAMS:** Qualified candidates will be subject to polygraph (lie detector) examination by a qualified polygraph operator.
- FEE:** A \$25.00 NON-REFUNDABLE filing fee is due at time of filing application.
- AGILITY TESTING:** Applicants must possess valid Firefighters Physical Agility Test Certificate from Cuyahoga Community College (Tri-C) in order to take the written examination. Copy of certification must be submitted at time of filing application.
- INVESTIGATION:** All candidates will be subject to strict background investigations of social activities, employment, schooling, memberships and other activities that might reflect upon the candidate's qualifications for appointment.
- ADDITIONAL BACKGROUND INFORMATION:** Applicants passing the written test with a minimum passing grade of 70% must submit to a polygraph test, oral interviewing, and shall be required to submit additional background information upon investigation by a qualified agency on forms that will be provided at that time. Qualified candidates must pass a psychological examination, doctor's physical and drug screening prior to appointment.
- APPLICATIONS:** Applications available online at www.northroyalton.org and at North Royalton City Hall, 14600 State Road, North Royalton, OH 44133 beginning Monday, January 29, 2018. **Completed applications must be returned in person** (no applications accepted by mail, fax or e-mail) at the North Royalton City Hall Mayor's Office between the hours of **9:00 a.m.** and **4:00 p.m.** during the following **WEEKDAYS ONLY:**
- February 5, 2018 – February 23, 2018**
- FILING DEADLINE:** NO APPLICATIONS WILL BE ACCEPTED FOR FILING AFTER:
FRIDAY, FEBRUARY 23, 2018 NO LATER THAN 4:00 P.M.
- WRITTEN TEST DATE AND LOCATION:** The written test will be given on **TUESDAY, MARCH 6, 2018 at 6:30 p.m.** at the North Royalton High School, 14713 Ridge Road, North Royalton, OH. Applicants are to report to the High School Cafeteria #2 and must present proper identification (Drivers License or picture I.D.) for admittance. **Test administered by Ramsey & Associates.**

WAGES:	Effective first full pay period in January 2017:
	First 12 months (Probation) \$56,652.98 (includes prof. pay)
	Second 12 months (Probation) per CBA
	Third 12 months per CBA
	Fourth 12 months per CBA
	Thereafter per CBA
OVERTIME:	Time and one half; optional in cash or time off (pursuant to rules & regulations).
HOSPITALIZATION:	Medical, prescription, vision and dental care as selected by City.
CLOTHING:	Uniform allotment pursuant to current Collective Bargaining Agreement.
EDUCATIONAL PAY:	Up to \$500.00 annually based on current Collective Bargaining Agreement.
PROFESSIONAL PAY:	Up to \$3,100.00 annually based on current Collective Bargaining Agreement.
LONGEVITY:	Beginning after five years of full-time service, \$100.00 per year longevity paid annually the first pay period ending after the anniversary date of hire up to the maximum of \$2,500.00.
SICK LEAVE:	Sick leave accumulated at the rate of 4.6 hours of each 80 hours worked.
PAID HOLIDAYS:	Ten paid holidays as per present Union Contract; 5 personal days.
VACATION:	After 1 year 5 Tours After 5 years 7 Tours After 10 years 10 Tours After 15 years 12 Tours After 20 years 15 Tours
DEATH BENEFIT:	\$15,000.00 Life Insurance Policy. Other benefits are paid by the Public Safety Officers Benefits Program under the Law Enforcement Assistance Administration.
WORK WEEK:	49.8 hours, rotating shifts or as assigned by the Chief of the Fire Department. Holidays worked when scheduled.
RETIREMENT:	Liberal retirement system. State of Ohio, Police and Firemens Pension Plan.
TRAINING:	All appointees must attend and pass the State of Ohio Firefighter Level 2 Course within the first year of appointment. All appointees must be a Licensed Paramedic (State of Ohio or National Registry).
PROBATIONARY PERIOD:	All newly hired employees in the Fire Department (as a Firefighter/Paramedic) will be required to serve a probationary period pursuant to the current Collective Bargaining Agreement. Paramedic certification must be maintained for the duration of employment with the City.

***SALARY AND BENEFITS SUBJECT TO CHANGE

EXCERPTS FROM NORTH ROYALTON CIVIL SERVICE COMMISSION RULES AND REGULATIONS REGARDING EXTRA CREDIT (FIREFIGHTER/PARAMEDIC ENTRANCE EXAM)

14. Credits for Entrance Examinations

The following credits shall be applied to Entrance Examinations only.

- a. **Credit for Military Service** – When proper proof of acceptable service in the Armed Forces of the United States as defined in Section 124.23 of the Revised Code, is presented to the Commission and such ex-serviceman or woman is being otherwise eligible has received a passing grade of seventy percent (70%) or more in any regular entrance examination, he or she shall be granted an additional credit of ten percent (10%) of such grade, thereby receiving a final grade ten percent (10%) higher than his examination grade. Service of less than 180 consecutive days in the Armed Services shall not be eligible for Veteran's Credit.

Requests for the additional credit for Military Service, together with an Honorable Discharge or other proof of satisfactory service, shall be submitted to the Commission with the application for the examination.

No additional credit for Military Service shall be allowed in promotional examination.

- b. **Credit for Education (Fire Department)** – When proper proof of an Associate Degree awarded by a certified full-time college or university in the field of Fire Technology is presented to the Commission and such candidate being otherwise eligible after having received a passing grade of seventy percent (70%) or more in any regular Firefighter/Paramedic entrance examination independent of credit given in part 14 (a), (d), (f), (g) and (h) of this rule, he or she shall be granted an additional credit of five (5) points added to his or her examination grade.

Amended 07-08-2013

- f. **Credit for State of Ohio Firefighter Level 2 Certification (Fire Department)** – When proper proof of successful completion of the State of Ohio Firefighter Level 2 Certification is presented to the Commission and such candidate being otherwise eligible after having received a passing grade of seventy percent (70%) or more in any regular Firefighter/Paramedic entrance examination independent of credit given in part 14 (a), (b), (d), (g) and (h) of this rule, he or she shall be granted an additional credit of two (2) points added to his or her examination grade.

Amended 07-08-2013

EXCERPT FROM NORTH ROYALTON CIVIL SERVICE COMMISSION RULES AND REGULATIONS REGARDING PROBATIONARY PERIOD AND CHANGE OF ADDRESS NOTIFICATION

4. Probation Period; Probationary Removal or Reduction

Except as otherwise provided in any applicable Collective Bargaining Agreement or as set forth in this Rule, all original and including provisional appointments shall be for a probationary period of one (1) year. Promotional appointments shall be for a promotional probationary period of six (6) months. No appointment or promotion will be final until the appointee has satisfactorily served said probationary period.

Service as provisional employee in the same or similar class shall be included in the probationary period. If, in the opinion of the appointing authority, the service of the probationary employee is unsatisfactory, he may be removed or reduced at any time during the probationary period. Unless the probationary appointee has been removed or reduced earlier, the appointing authority, at any time during the ten (10) day period before the end of the probationary period, shall inform the Commission, in writing, of his decision either to make the appointment of the probationary appointee final or to remove such appointee. If the appointing authority's decision is to remove the appointee, his communication to the Commission shall state the reason for such decision.

7. Change of Address

Each person on an Eligible List shall file with the Commission written notice of any change of address, and failure to do so may be considered sufficient reason for not certifying his name to appointing authorities for future appointments. Notification of change of address to the Civil Service Commission is also required immediately for all classified employees in the City of North Royalton.

EXCERPT FROM NORTH ROYALTON CIVIL SERVICE COMMISSION RULES AND REGULATIONS REGARDING INSPECTION OF EXAMINATION PAPERS (APPOINTMENT MANDATORY)

12. Inspection of Examination Papers

- a. Prior to grading. Within five (5) days after the date of examination (Saturdays, Sundays and Holidays excluded), participants in any examination may inspect the examination questions together with the answer key.

Participants may make notes on the various questions. Any protest by a participant as to the questions asked or the answer key shall be filed in writing with the Commission Secretary within the five (5) day period and shall contain detailed supportive information covering each protest.

Immediately following this inspection period, the Commission shall carefully consider all objections, and make such changes in the answer key as are warranted after which the answer key adopted shall be used in the actual scoring of the examination papers.

If a revision in the examination or rating key is made, the provisions shall be made available to the examinees.

Appointment to view questions and answer key shall be made with the Civil Service Commission Secretary or in her absence, with the President of the Commission.

- b. The Examination papers of each contestant shall then be graded. Each participant shall be notified by mail as to his grade.
- c. After notice of grade has been received, each participant shall have the right to inspect his examination paper and the answer sheet within ten (10) days of the postal date indicated on the mailed notice of his grade (Saturdays, Sundays and Holidays excluded.) Any protest as to the grading must be filed in writing with the Commission Secretary by the participant within the ten (10) day period. The Commission shall then give consideration to all protests and make such changes as are warranted. The Commission shall then establish the eligible list and no grades given in any examination shall be changed after the posting of any eligible list.

EXCERPT FROM COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF NORTH ROYALTON AND I.A.F.F. AFL-CIO LOCAL 2156 REGARDING PROBATIONARY PERIOD

ARTICLE VII

PROBATIONARY PERIOD

7.01 All newly hired employees shall be required to serve a probationary period of two (2) years. During such period, the Employer shall have the sole discretion to discipline or discharge such employee(s) and any such action shall not be appealable through any grievance or appeal procedure contained herein, or to the Civil Service Commission.

7.02 All newly promoted employees will be required to serve a promotional probationary period of six (6) months. During such period, the Employer shall have the sole discretion providing such discretion is not exercised in an arbitrary or capricious manner, to demote such employee(s) to his previous position and any such demotion shall not be appealable through any grievance or appeal procedure contained herein or to the Civil Service Commission.

7.03 If any employee is discharged or quits while on his initial probationary period and is later rehired, he shall be considered a new employee and shall be subject to the provisions of paragraph 7.01 above.

EXCERPTS FROM NORTH ROYALTON CODIFIED ORDINANCES REGARDING RESIDENCY
AND AGE REQUIREMENTS

§242.05 AGE REQUIREMENT.

Any person desiring an original appointment to the classified service of the Fire Department shall be at least eighteen years of age.

(Ord. 1984-53. Passed 5-16-84.)

§242.06 QUALIFICATIONS; EXAMINATION; OATH.

(a) A member appointed to any position in the Fire Department shall be a resident of Cuyahoga County or any adjoining counties, within one year after the member's date of hire.

A member appointed to any position in the Fire Department shall be a citizen of the United States, of good moral character and physically fit to perform the duties customarily required in the position to which appointment is to be made. A physical examination by a licensed physician shall be required of any applicant for appointment to any such position. The cost of such examination shall be paid out of the Medical Services Account.

(Ord. 92-173. Passed 6-16-92.)

(b) All persons appointed to any position in the Fire Department shall take an oath to preserve and defend the Constitution of the United States and the Constitution of the State of Ohio; to enforce faithfully the laws of the State and the ordinances and resolutions of the Municipality; to obey the lawful orders of his or her superiors to the best of his or her ability; that he or she has never been convicted of any crime involving moral turpitude; and that he or she is not, at the time of taking such oath, and never has been, a member of any organization advocating the overthrow of the government of the United States by force or violence. Any untruthful material statement made in the course of application for appointment in the Department shall be grounds for denial of such appointment or summary dismissal from any position in the Department held by the person making such statement.

(Ord. 09-102. Passed 10-20-09.)

§242.07 PROBATIONARY PERIOD.

All original and promotional appointments shall be for a probationary period as provided for in the collective bargaining agreement, and no appointment shall be deemed final until the appointee has satisfactorily served his or her probationary period. The Fire Chief shall make a written report to the Mayor and Council at the end of such probationary period of each appointee, concerning the manner in which the appointee has performed his or her duties.

(Ord. 1989-142. Passed 9-5-89.)