



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**

Required Items:

- _____ Signed Application
- _____ Copy of valid Drivers License
- _____ Copy of Physical Agility Test Certificate from Tri-C Public Safety Training Center
- _____ \$25.00 non-refundable 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 examination copies must be attached to your application:

- _____ Military DD214 Discharge Certificate (showing Honorable Discharge)
- _____ College Degree in **Law Enforcement and/or Criminal Justice** (and/or Official College Transcript showing degree earned). If you are submitting only the degree, make sure it specifies Law Enforcement and/or Criminal Justice on the degree.
- _____ North Royalton Reserve Officer/Dispatcher/Correction Officer in good standing - Letter from Chief
- _____ Valid O.P.O.T.A. State Certificate

Applicant's signature

Date



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PATROL OFFICER 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 Fraternal Order of Police Lodge 15
 - c. North Royalton Codified Ordinances
5. Tri-C Public Safety Training Center – Physical Agility Test Information

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 current Physical Agility Test Certificate from Tri-C Public Safety Training Center.
4. If you have Military Time - copy of Dept. of Defense DD214 Discharge (must show honorable discharge).
5. If you have a College Degree in Law Enforcement and/or Criminal Justice - copy of degree and/or official transcript showing degree earned. If you are submitting only the degree, make sure it specifies Law Enforcement and/or Criminal Justice on the degree.
6. If you are a North Royalton Police Department Reserve Police Officer, Dispatcher, Correction Officer in good standing - attach a letter from the Chief of Police.
7. If you have a valid O.P.O.T.A. state certificate - attach a copy.
8. \$25.00 non-refundable fee (cash, check or money order payable to City of North Royalton).

FILING DEADLINE: TUESDAY, AUGUST 7, 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.



**PATROL OFFICER ENTRANCE EXAMINATION
CITY OF NORTH ROYALTON, OHIO**

The City of North Royalton Civil Service Commission will conduct an examination for the position of PATROL OFFICER to establish an eligibility list. Starting Salary is \$58,843.20. Applications available online at www.northroyalton.org and at North Royalton City Hall, 14600 State Road, North Royalton, OH weekdays only beginning July 9, 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, July 16, 2018 through Tuesday, August 7, 2018. Deadline for submission of application is TUESDAY, AUGUST 7, 2018 NO LATER THAN 4:00 P.M.**

Successful completion of the Police Officer Standardized Physical Agility Exam offered by 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 THURSDAY, AUGUST 16, 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 of 21 years of age prior to appointment; possess a High School Diploma or equivalent G.E.D. certificate; must achieve a minimum passing grade of 70% on the written examination; possess current Tri-C Police Officer Physical Agility Certificate. A member appointed to any position in the Police Department shall be a resident of Cuyahoga County or any adjoining counties, within one year after the member's date of hire. (NRCO 240.01)

Copies of the following **MUST** accompany completed application: Valid Drivers License; current Tri-C Physical Police Officer Agility Certificate and \$25.00 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 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

PLEASE READ CAREFULLY

- AGE: Minimum of 21 years of age PRIOR to appointment.
- RESIDENCY: A member appointed to any position in the Police Department shall be a resident of Cuyahoga County or any adjoining counties, within one year after the member's date of hire. (NRCO 240.01)
- 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.)
- 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 Dept. of Defense Form (DD214) Discharge required at time of filing application. (must show honorable discharge)
 - [2] College Degrees in **Law Enforcement and/or Criminal Justice** - copy of degree, official transcript and/or official letter from College or University indicating degree earned required at time of filing application. **If submitting a copy of degree, it must indicate Law Enforcement and/or Criminal Justice on the degree.**
 - [3] Service as a Reserve Police Officer, Dispatcher, Correction Officer of the North Royalton Police Department in good standing - official letter from Police Chief stating member is in good standing required at time of filing application.
 - [4] Ohio Peace Officer Training Academy (O.P.O.T.A.) - 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.
- AGILITY TESTING: Applicants must possess valid Patrol Officer Physical Agility Test from Cuyahoga Community College (Tri-C) Public Safety Training Center in order to take the written examination. Copy of certificate must be submitted at time of filing application.
- FEE: A \$25.00 NON-REFUNDABLE fee is due 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, and oral interviewing, 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 July 9, 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:**
- July 16, 2018 – August 7, 2018**
- FILING DEADLINE: NO APPLICATIONS WILL BE ACCEPTED FOR FILING AFTER: **TUESDAY, AUGUST 7, 2018, NO LATER THAN 4:00 p.m.**
- WRITTEN TEST DATE AND LOCATION: The written test will be given on **THURSDAY, AUGUST 16, 2018 at 6:30 p.m.** at the North Royalton High School 14713 Ridge Road, North Royalton, OH. Applicants are to report to 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 2018:
	First 12 months (Probation) \$58,843.20
	Second 12 months (Probation) per CBA
	Third 12 months per CBA
	Thereafter per CBA
OVERTIME:	Time and one half; optional in cash or time off (comp. time)
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 \$3,000.00 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:	11 paid holidays as per present Collective Bargaining Agreement; 5 personal days.
VACATION:	After 1 year 2 weeks After 5 years 3 weeks After 10 years 4 weeks After 15 years 5 weeks After 20 years 6 weeks
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:	40 hours per week, yearly shift bids by seniority. Holidays worked when scheduled. Probationary employees scheduled at discretion of employer.
RETIREMENT:	State of Ohio, Police and Firemens Pension Plan.
TRAINING:	All appointees must attend and pass the State of Ohio Basic Police Course at the designated school or possess current State Certification.
PROBATIONARY PERIOD:	All newly hired employees in the Police Department will be required to serve a probationary period pursuant to the current Collective Bargaining Agreement.

***SALARY AND BENEFITS SUBJECT TO CHANGE

EXCERPT FROM NORTH ROYALTON CIVIL SERVICE COMMISSION RULES AND REGULATIONS REGARDING EXTRA CREDIT (PATROL OFFICER 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.

- c. **Credit for Education (Police Department)** – When proper proof of an Associate Degree awarded by a certified full-time college or university in the field of Law Enforcement and/or Criminal Justice 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 Patrol Officer entrance examination independent of credit given in part 14 (a), (e) and (i) 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

- e. **Credit for Service as Reserve Police Officer; Dispatcher; Correction Officer of North Royalton Police Department** – When proper proof of being a member in good standing of the North Royalton Police Department (Reserve Police Officer; Dispatcher; Correction Officer) 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 Patrol Officer entrance examination independent of credit given in part 14 (a) and (c) of this rule, he or she shall be granted an additional credit of five (5) points added to his or her examination grade.
- i. **Credit for Peace Officer Training Academy (P.O.T.A.) (Police Department)** – When proper proof of valid state certification of P.O.T.A. 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 Patrol Officer entrance examination independent of credit given in part 14 (a), (c) and (e) of this rule, he or she shall be granted an additional credit of three (3) points added to his or her examination grade.

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

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.

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 F.O.P. LODGE 15 (PATROLMEN) REGARDING SALARY

ARTICLE VIII

PROBATIONARY PERIOD

8.01 All newly hired employees will 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 action shall not be appealable through any grievance or appeal procedure contained herein or to any Civil Service Commission.

8.02 All newly promoted employees will be required to serve a promotional probationary period of one (1) year. During such period, the Employer shall have the sole discretion 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 any Civil Service Commission.

8.03 If any employee is discharged or quits while on probation and is later rehired, he shall be considered a new employee and shall be subject to the provisions of paragraphs 8.01, 8.02 and 8.03.

EXCERPTS FROM NORTH ROYALTON CODIFIED ORDINANCES REGARDING RESIDENCY AND AGE REQUIREMENTS

240.01 QUALIFICATIONS; EXAMINATION; OATH.

(a) A member appointed to any position in the Police 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 Police 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 the 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. 92-172. Passed 6-16-92; Ord. 09-101. Passed 10-20-09.)

(b) A person appointed to any position in the Police Department shall take an oath to preserve and defend the Constitution of the United States and the Constitution of the State of Ohio; to faithfully enforce 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.

240.08 AGE; PHYSICAL REQUIREMENTS.

(a) Any person desiring an original appointment to the classified service of the Police Department shall be at least twenty-one years of age.

(b) Physical requirements for original appointments to the Police Department shall be in accordance with Ohio R.C. 124.41.

(Ord. 1984-52. Passed 5-16-84.)

**POLICE OFFICER PHYSICAL AGILITY
EXAM INFORMATION**

Cuyahoga Community College will issue a certificate of completion to candidates who successfully pass the Police Officer Standardized Physical Agility exam. It is the candidate's responsibility to provide the agency or agencies he/she is testing for with a copy of their certificate of completion. The certificate will be valid for one year, unless otherwise stated by the agency the candidate is testing for.

Prerequisites for Police Officer Agility Exam

1. Must register and pay testing fee by the Wednesday prior to the start date.
2. Must show photo ID to be permitted into the testing area.
3. Must complete candidate packet provided the day of testing.

It is suggested that candidates dress appropriately, as testing may take place outdoors – weather permitting. It is recommended that candidates wear athletic shoes with good traction.

Please note: Cuyahoga Community College does not assume any responsibility for any medical consequences that might arise from participating in physical agility testing.

For information: call 216-987-3033

REGISTRATION INFORMATION

All registration will close at 4:00 pm the Wednesday prior to the test date. Applicants will not be sent notifications/confirmations.

To Register in person: Stop by the Public Safety Training Center Office Room 221 at the Western Campus of Cuyahoga Community College.

To Register by phone: Payment must be by credit/debit card 216-987-3033

Registration Deadline: 4:00 p.m., the Wednesday prior to the test date.

Refund Policy: Participants will receive a full refund if cancelled by the Wednesday prior to the start date. No refunds thereafter.

Parking: is free as long as you do not park in the Faculty/Staff area.

Directions to Campus: Exit I-71 at Bagley Road and go East. Exit I-77 at Pleasant Valley Road and go West. Exit The Ohio Turnpike at Exit 10 to I-71 North. The Campus is located at the corner of Pleasant Valley and York Roads, 11000 Pleasant Valley Rd., Parma, OH. Public Safety Training Center is a stand-alone building located to the rear of the Main buildings.

**POLICE OFFICER
PHYSICAL AGILITY EXAM**

FEE: **\$60.00**

TIME: Check in: 7am-8am
Test start time: 8am
***EXCEPT: February & March
Check in: 9am-10am
Test start time: 10am**

LOCATION: Tri-C, Western Campus
Public Safety Training Center

DATE(S): January 28, 2018
February 18, 2018*
March 11, 2018*
April 15, 2018
May 20, 2018
June 10, 2018
July 22, 2018
August 5, 2018
September 9, 2018
October 14, 2018
November 18, 2018
December 16, 2018

CLASS SIZE: 10 Minimum/100 Maximum

Registration must be completed and paid prior to the test as explained above. Applicants must sign-in prior to start of the test. Late arrivals will not be tested. If insufficient enrollment, the test will be canceled. You will be notified by phone or postcard.

**WRITTEN/CONGNITIVE ASSESSMENT &
PRE-SCREENING PSYCHOLOGICAL
ASSESSMENT:**

FEE: **\$60.00 each assessment**

TIME: TBD

LOCATION: Tri-C, Western Campus,
Public Safety Training Center

DATE(S): **Call for upcoming dates.**

CLASS SIZE: 10 Minimum/100 Maximum

Registration must be completed and paid prior to the test as explained above. Applicants must sign-in prior to start of the test. Late arrivals will not be tested. If insufficient enrollment, the test will be canceled. You will be notified by phone or postcard.