

PUBLIC NOTICE

MUNICIPAL CIVIL SERVICE COMMISSION LANCASTER, OHIO

Notice is hereby given that a competitive examination for the position of **POLICE OFFICER** will be given at **6:00 PM on Monday, March 21, 2011** at The Olivedale Senior Citizens Center, 253 Boving Road, Lancaster, Ohio.

POLICE OFFICER: City of Lancaster Police Department

SALARY: Starting \$ 34,860 per year; **after 4 years \$ 56,992 per year**

PARTIAL DUTIES: Police officers protect the lives, safety, property and peace of the citizens of Lancaster by enforcement of municipal, state and federal laws and regulations, by providing education, information and assistance in matters both routine and critical, and performing police duties at public activities, emergencies and disasters.

QUALIFICATIONS: Education minimum is graduation from a standard senior high school or its equivalent; ability to read and write understandably in the English language; ability to make written reports; ability to pass such medical, physical and agility standards and tests as prescribed from time to time; high moral standards; industry; integrity; alertness; weight in proportion to height; ability to pass physical examination prescribed by the commission.

AGE: No person shall be eligible to receive an original appointment to a police department as a police officer, subject to the Civil Service Laws of the State of Ohio, unless they have reached the age of twenty-one (21).

The subject of the examination will be experience and practical questions. The term of the eligibility list generated from the results of the test is fixed at not less than one year.

EVIDENCE OF HIGH SCHOOL GRADUATION from a standard senior high school or its equivalent must be presented **at the time of filing the application for examination.** Acceptable documents are a photocopy of diploma or properly marked transcript and are not returnable.

VETERANS must submit proof of an honorable discharge in the form of a DD214 (block 24) **at the time of filing the application for examination.**

EXTRA CREDIT: The following adjustments shall be made to the scores of applicants on condition that they pass the entry level examination at 70% or above:

(1) Currently employed, full-time, certified police officers in the State of Ohio will receive additional credit of 15%. **Applicant must submit a photocopy of a valid Peace Officer's Certificate and proof of employment at the time of filing.**

(2) 5% additional credit will be granted to Out-of-State Police Officers with the same conditions as above applying.

(3) 10% additional credit will be granted for a job related bachelor's degree from an accredited college or university. Applicant must attach a copy of diploma or transcript.

(3) 20% additional credit will be granted to Ohio residents who are honorably discharged veterans from the United States Armed Forces. **(Must submit copy of DD214, including block 24, at the time of filing)**

The total amount of credit that may be accumulated may not exceed 40%

All applicants must be citizens of The United States and legal residents of Fairfield County or adjoining counties, after appointment.

Applicants must present a photo identification card (driver's license or equivalent) upon arrival to take the examination on Monday, March 21, 2011.

FEE: A \$ 15.00 non-refundable fee for the examination must accompany the application at the time of filing.

Application blanks may be picked up at the Lancaster Police Department, 130 South Broad Street, Lancaster, Ohio at any time. Additionally, the application form may be downloaded from: <http://www.ci.lancaster.oh.us/dept/police/pdf/civilserviceapp.pdf> Applications must be filed with the office of the Service Safety Director, 104 East Main Street, Lancaster, Ohio between 8:30AM and 4:30PM, Monday through Friday. **Applications will not be accepted after 12:00 noon on Friday, March 11, 2011.**

The City of Lancaster is an Equal Opportunity Employer.

Lancaster Civil Service Commission; Thomas E. Hammer, Chairperson

