



CITY OF KETTERING

DEPARTMENT OF HUMAN RESOURCES

RECRUITMENT ANNOUNCEMENT Post Through July 13, 2022

PATROL OFFICER LATERAL

DUTIES AND WORK REQUIREMENTS:

Work normally consists of preventive patrol, preliminary investigations and traffic control duties in a designated area, but can also include a variety of staff assignments. Duties may involve an element of personal danger and employees must be able to act without immediate and direct supervision and exercise independent judgment in meeting emergencies. The nature of the work requires that the employee may work irregular hours and in a variety of weather conditions with exposure to the elements. Regular schedules include working on Saturdays, Sundays and holidays. May be called in during emergencies. Specific work assignments are made by a Sergeant or other Police Supervisor and work methods and results are checked through performance evaluations, review of reports and discussions.

MINIMUM QUALIFICATIONS:

At the time of appointment, candidates must have a high school diploma or its equivalent; and successfully completed at least **two years** of continuous service as a full-time commissioned police officer and possess a current Ohio Peace Officer Training Commission (O.P.O.T.C.) peace officer certificate or equivalent peace officer certification in candidate's current state of residency and must have been employed as a full-time peace officer within the last calendar year from due date of application (7/13/2022); **or**

At the time of appointment, candidates must have obtained **credit hours equivalent to an Associate Degree** (60 semester hours/90 quarter hours) from an accredited college or university **AND** must have successfully completed at least **one year** of continuous service as a full-time commissioned police officer and possess a current Ohio Peace Officer Training Commission (O.P.O.T.C.) peace officer certificate or equivalent peace officer certification in candidate's current state of residency and must have been employed as a full-time peace officer within the last calendar year from due date of application (7/13/2022); **or**

At the time of appointment, candidates must have **two years** of active military service or equivalent years of service in the Reserves or National Guard (active duty or reserves) with a satisfactory service record or honorable discharge **AND** must have successfully completed at least **one year** of continuous service as a full-time commissioned police officer and possess a current Ohio Peace Officer Training Commission (O.P.O.T.C.) peace officer certificate or equivalent peace officer certification in candidate's current state of residency and must have been employed as a full-time peace officer within the last calendar year from due date of application (7/13/2022).

Physical Condition- Must be physically capable of performing essential police duties and pass a thorough medical examination, where applicable, candidate must meet Academy minimum physical fitness entrance standards as required by Ohio Peace Officer Training Commission (O.P.O.T.C.); and a drug/alcohol screen.

Ohio Operator's License- Appointee must possess, obtain and maintain a valid State of Ohio Operator's License.

U.S. Citizen- Must be eligible to work in the United States at time of appointment.

State Certification- Current Ohio Peace Officer Training Commission (O.P.O.T.C.) peace officer certificate or equivalent peace officer certification in candidate's current state of residency required and must have been employed as a full-time peace officer within the last calendar year from due date of application (7/13/2022).

COMPENSATION AND BENEFITS:

Salary range for 2022 is \$34.94 per hour (\$72,675 per year) to \$47.19 per hour (\$98,155 per year) with entry rate dependent upon experience and training. Extensive fringe benefits include medical and dental insurance, life insurance, attractive retirement plan under the Ohio Police and Fire Pension Fund, paid holidays, vacation leave and sick leave.

SELECTION PROCESS:

The Civil Service examination process will consist of a scored oral examination. Resume and cover letters are desirable, but not required. Applicants meeting minimum requirements will be asked to participate in subsequent phases which include, but may not be limited to:

- Background check including but not limited to credit, criminal history, work, and personal references, etc.
- Personal Interview
- Polygraph
- Psychological Assessment
- Thorough medical examination including drug screen and assessment of physical capabilities
- Executive Interview

NOTE: Any information of a criminal or illegal nature which surfaces during this process will be forwarded to the appropriate enforcement investigative agency for prosecution. Inability to satisfactorily complete any phase of this process may be cause for elimination from consideration. Failure to appear for any phase may also result in elimination.

APPLICATIONS:

Applicants must use our ***online application portal to apply*** by 11:59 p.m. on July 13, 2022. For more information about this position, including a position description, please visit www.ketteringoh.org/jobs. Out of State candidates are encouraged to apply.

MORE INFORMATION:

Civil Service eligibility lists are generally used for a minimum of one year, with the potential of two separate six-month extensions. Unless otherwise specified, candidates not chosen during one recruitment are not necessarily excluded from further consideration and may participate in future recruitments, if still on the eligibility list. More information about the Police Department and the City of Kettering can be found at www.ketteringoh.org.

The Human Resource Department is open **Monday through Friday** between the hours of 8 a.m. and 5 p.m. and is located at the Kettering Government Center, 3600 Shroyer Road, Kettering, Ohio 45429.

Equal Opportunity Employer