

Money Order: _____		FOR ADMINISTRATIVE USE ONLY	
Acknowledgement: _____	Written: _____	Total	
Extra Credit <u>E</u> _____	Agility: _____	Score: _____	
<u>M</u> _____	Total Extra: _____	Position: _____	Time & Date Stamp
<u>P</u> _____			

**APPLICATION
NORTH RIDGEVILLE CIVIL SERVICE EXAMINATION
(POLICE OFFICER)**

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or handicap, or any other legally protected status.

NAME: _____
Last
First
Middle

ADDRESS: _____
Number
Street

DATE OF BIRTH: _____/_____/_____
City
State
Zip Code
Month
Day
Year

PHONE: _____ SOCIAL SECURITY NO: _____/_____/_____

EMPLOYER: _____ PHONE: _____
Area Code

- | | | |
|----------------------------------------------------------------------------------------------------------|-----------|----------|
| 1. Are you at least 21 years old? | YES _____ | NO _____ |
| 2. Are you a United States citizen? | YES _____ | NO _____ |
| 3. Are you an Ohio resident, or if you are in the active military, do you have an Ohio voting residence? | YES _____ | NO _____ |
| 4. Are you a high school graduate (diploma or GED)? | YES _____ | NO _____ |
| 5. Do you have a valid motor vehicle operator's license? | YES _____ | NO _____ |

A \$25.00 MONEY ORDER, PAYABLE TO THE CITY OF NORTH RIDGEVILLE, MUST BE SUBMITTED WITH THIS APPLICATION.

Please note that applications will only be filed between the hours of 8:30 A.M. - 3:00 P.M. Monday through Friday; beginning Monday, February 28, 2011 with the deadline being Friday, March 11, 2011 at 3:00 pm.

This Application and the Application Fee were submitted on the date and time noted above.

(NOTE: DO NOT SIGN UNTIL THIS FORM IS DATE STAMPED BY THE CLERK).

Applicant (or Authorized Representative) Signature

CITY OF NORTH RIDGEVILLE, OHIO
EMPLOYMENT APPLICATION
“An Equal Opportunity Employer”

I. PERSONAL INFORMATION:		POSITION APPLYING FOR:			
SOCIAL SECURITY NUMBER:		NAME (Last, First, Middle):			
MAILING ADDRESS (Number and Street):		(Apartment Number/P.O. Box):			
CITY:	STATE:	ZIP CODE:	COUNTY:		
AREA CODE/HOME PHONE:	AREA CODE/BUSINESS PHONE:	MAY WE CONTACT YOU AT YOUR BUSINESS NUMBER? Yes <input type="checkbox"/> No <input type="checkbox"/>			
HOW LONG HAVE YOU LIVED AT THIS ADDRESS? Years: _____ Months: _____					
PREVIOUS ADDRESS (Number and Street, City, State, and Zip Code):					
HAVE YOU EVER BEEN A MEMBER OF THE ARMED SERVICES? Yes <input type="checkbox"/> No <input type="checkbox"/>					
IF YES - PLEASE GIVE DATE OF DISCHARGE: Month: _____ Day: _____ Year: _____					
SINCE YOUR 18TH BIRTHDAY, HAVE YOU EVER PLED GUILTY TO, OR BEEN FOUND GUILTY OF ANY OFFENSE OTHER THAN MINOR TRAFFIC OFFENSES? Yes <input type="checkbox"/> No <input type="checkbox"/> IF YES, PLEASE GIVE:					
NATURE OF OFFENSE: _____		DISPOSITION OF CASE: _____		COURT: _____ DATE: ___/___/___	
NATURE OF OFFENSE: _____		DISPOSITION OF CASE: _____		COURT: _____ DATE: ___/___/___	
<small>NOTE: A conviction does not automatically mean you cannot be employed by the City. The nature of the offense, how long ago it occurred, etc., are given consideration.</small>					
ARE YOU RELATED TO A CITY EMPLOYEE, OR IS ANY MEMBER OF YOUR HOUSEHOLD EMPLOYED BY THE CITY OF NORTH RIDGEVILLE? Yes: <input type="checkbox"/> No: <input type="checkbox"/> IF YES - PLEASE GIVE THE PERSON:					
NAME: _____		RELATIONSHIP TO YOU: _____ DEPARTMENT: _____			
II. DRIVERS LICENSE:		STATE:	DRIVER'S LICENSE NO:	EXPIRATION DATE:	TYPE: <input type="checkbox"/> Operator <input type="checkbox"/> CDL
III. EDUCATION:		HIGH SCHOOL NAME:		HIGHEST LEVEL COMPLETED:	
HIGH SCHOOL OR G.E.D. COMPLETION DATE:	CITY:	STATE:	ZIP CODE:		
PLEASE LIST ANY COURSE WORK OR SPECIALIZED TECHNICAL AND/OR VOCATIONAL TRAINING RELEVANT TO THIS POSITION. ONLY THE COURSE WORK AND/OR TRAINING LISTED WILL BE CONSIDERED IN DETERMINING YOUR ELIGIBILITY.					
<u>TYPE OF TRAINING:</u>		<u>DATE OF COMPLETION:</u>		<u>WHERE TRAINING RECEIVED:</u>	
PLEASE LIST ALL ADDITIONAL FORMAL EDUCATION YOU HAVE RECEIVED. MAKE SURE YOU PROVIDE COMPLETE INFORMATION.					
COLLEGE OR UNIVERSITY - UNDERGRADUATE STUDIES: (Name & Address)		MAJOR:	QUARTER HRS. COMPLETED:	SEMESTER HRS. COMPLETED:	
		MINOR:	DEGREE & YEAR:		
COLLEGE OR UNIVERSITY - GRADUATE STUDIES: (Name & Address)		MAJOR:	QUARTER HRS. COMPLETED:	SEMESTER HRS. COMPLETED:	
		MINOR:	DEGREE & YEAR:		

IV. WORK HISTORY:		LIST YOUR MOST RECENT PAID AND VOLUNTEER JOBS RELEVANT TO THIS POSITION. ONLY THOSE JOBS LISTED WILL BE CONSIDERED IN DETERMINING YOUR ELIGIBILITY.			
FROM (MO/DAY/YR):	TITLE OF YOUR MOST RECENT POSITION:	EMPLOYER ORGANIZATION:	BUSINESS PHONE:		
TO (MO/DAY/YR):	MAILING ADDRESS:				
HOURS WORKED PER WEEK:	NAME AND TITLE OF IMMEDIATE SUPERVISOR:				
DESCRIPTION OF DUTIES:					
STARTING SALARY: \$ _____ PER _____	LAST SALARY: \$ _____ PER _____	REASON FOR LEAVING:			
FROM (MO/DAY/YR):	TITLE OF YOUR MOST RECENT POSITION:	EMPLOYER ORGANIZATION:	BUSINESS PHONE:		
TO (MO/DAY/YR):	MAILING ADDRESS:				

IV. WORK HISTORY:		LIST YOUR MOST RECENT PAID AND VOLUNTEER JOBS RELEVANT TO THIS POSITION. ONLY THOSE JOBS LISTED WILL BE CONSIDERED IN DETERMINING YOUR ELIGIBILITY.	
HOURS WORKED PER WEEK:		NAME AND TITLE OF IMMEDIATE SUPERVISOR:	
DESCRIPTION OF DUTIES:			
STARTING SALARY: \$ _____ PER _____		LAST SALARY: \$ _____ PER _____	REASON FOR LEAVING:
FROM (MO/DAY/YR):		TITLE OF YOUR MOST RECENT POSITION:	EMPLOYER ORGANIZATION:
TO (MO/DAY/YR):		MAILING ADDRESS:	
HOURS WORKED PER WEEK:		NAME AND TITLE OF IMMEDIATE SUPERVISOR:	
DESCRIPTION OF DUTIES:			
STARTING SALARY: \$ _____ PER _____		LAST SALARY: \$ _____ PER _____	REASON FOR LEAVING:
HAVE YOU HAD ANY PERIODS OF UNEMPLOYMENT DURING THE LAST 5 YEARS? YES <input type="checkbox"/> NO <input type="checkbox"/>			
IF YES -- FROM: ____/____/____ TO: ____/____/____			
HAVE YOU EVER WORKED FOR THE CITY OF NORTH RIDGEVILLE? YES <input type="checkbox"/> NO <input type="checkbox"/>			
IF YES -- PLEASE GIVE DATES OF EMPLOYMENT: FROM: ____/____/____ TO: ____/____/____			
DEPARTMENT: _____		CLASSIFICATION: _____	REASON FOR LEAVING: _____
LIST MEMBERSHIPS IN PROFESSIONAL, JOB RELATED ORGANIZATIONS:			
LIST ANY ACTIVE PROFESSIONAL, TECHNICAL, OCCUPATIONAL LICENSES OR CERTIFICATES AND REGISTRATIONS YOU NOW HOLD:			
REFERENCES: LIST THREE (3) PERSONAL REFERENCES WHO ARE NOT RELATIVES OR FORMER EMPLOYERS:			
NAME/ADDRESS:		OCCUPATION:	PHONE NO:
			YEARS KNOWN:

IMPORTANT: Employment is subject to verification of an applicant's background. That background investigation may include testing for current usage of drugs and/or controlled substances. Additionally, the City is required by Federal law to verify having seen documents, which the applicant must provide as part of later pre-employment processing, that show: (1) the applicant's identity; and (2) the applicant's right to work in the United States.

I hereby certify that I have read all information above, and that to the best of my knowledge and belief, all statements made herein or attached are complete and accurate. In the event of employment, I understand that false or misleading information given in my application or interview may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

SIGNATURE: _____

DATE: ____/____/____



Ohio Department of Public Safety
Division of Homeland Security
<http://www.homelandsecurity.ohio.gov>

PUBLIC EMPLOYMENT

In accordance with section 2909.34 of the Ohio Revised Code

DECLARATION REGARDING MATERIAL ASSISTANCE/NONASSISTANCE TO A TERRORIST ORGANIZATION

This form serves as a declaration of the provision of material assistance to a terrorist organization or organization that supports terrorism as identified by the U.S. Department of State Terrorist Exclusion List (see the Ohio Homeland Security Division website for a reference copy of the Terrorist Exclusion List).

Any answer of "yes" to any question, or the failure to answer "no" to any question on this declaration shall serve as a disclosure that material assistance to an organization identified on the U.S. Department of State Terrorist Exclusion List has been provided. Failure to disclose the provision of material assistance to such an organization or knowingly making false statements regarding material assistance to such an organization is a felony of the fifth degree.

For the purposes of this declaration, "material support or resources" means currency, payment instruments, other financial securities, funds, transfer of funds, and financial services that are in excess of one hundred dollars, as well as communications, lodging, training, safe houses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials.

LAST NAME		FIRST NAME		MIDDLE INITIAL
HOME ADDRESS				
CITY	STATE	ZIP	COUNTY	
HOME PHONE		WORK PHONE		

DECLARATION

In accordance with division (A)(2)(b) of section 2909.32 of the Ohio Revised Code

For each question, indicate either "yes," or "no" in the space provided. Responses must be truthful to the best of your knowledge.

- Are you a member of an organization on the U.S. Department of State Terrorist Exclusion List?
 Yes No
- Have you used any position of prominence you have with any country to persuade others to support an organization on the U.S. Department of State Terrorist Exclusion List?
 Yes No
- Have you knowingly solicited funds or other things of value for an organization on the U.S. Department of State Terrorist Exclusion List?
 Yes No

ACKNOWLEDGMENT

Prior to appointment, applicants must provide proof of a valid Operator's License, and be insurable under the City's insurance carrier.

Applicants who receive a passing grade on the written exam and agility test and whose names are placed on the eligibility list must undergo and pass Computer Voice Stress Analysis, psychological examination, physical fitness test and physical examination as determined by the Police & Firemen's Disability & Pension Fund.

Upon appointment to the Police Department, the applicant must successfully complete the State required Police Training Program.

North Ridgeville Codified Ordinance Section 246.09 Eligibility For Original Appointments:

Notwithstanding Ohio R.C. 124.41, a person who has reached the age of twenty-one but who has not yet reached the age of forty, and who otherwise meets the normal qualification requirements, shall be eligible to receive an original appointment in the Police Department. (Ord. 1914-84. Passed 6-4-84; Ord. 4229-2006. Passed 3-6-06.)

This Acknowledgment must be notarized and returned with the \$25.00 fee, money order only, made payable to the City of North Ridgeville. Copies of all documentation for extra credit must also accompany the Application by the deadline for the filing. Failure to comply will result in the rejection of the extra credits and/or the Application.

I have read the above and I acknowledge that I have been advised that I will have to comply with these requirements.

Name _____

Date _____

NOTARY

The undersigned, being a Notary Public for the State of _____,

County of _____, hereby certifies that _____

_____ did appear before me on this _____

day of _____, 2011, at _____,

and did acknowledge his/her signature on the foregoing document

to be his or her free and voluntary act and deed.

Notary Public

EXTRA CREDITS AND FILING INSTRUCTIONS

CREDIT FOR MILITARY SERVICE

When proper proof of a minimum of one (1) year of full- time continuous service in the armed forces of the United States, together with an honorable discharge, as defined in Section 124.23 of the Revised Code, is presented to the Commission and such ex-service man or woman, being otherwise eligible, has received a passing grade in the regular entrance examinations, he or she shall be granted additional credit of five (5) points, thereby receiving a final grade of five (5) points higher in view of the above mentioned service. **It will be required that applicant submit PHOTO COPY OF DD214, long form, as proof of military service and honorable discharge at the time of application only.** Five points will be the maximum awarded for military service.

COLLEGE CREDIT

Total credit of five (5) points will be given for a minimum of ninety (90) quarter hours or sixty (60) semester hours of college credit, provided the cumulative grade point average for such credit is 2.0 or higher. All college credit must be from an accredited college or university and will be provided upon receipt of an official transcript of grades from an accredited college or university **SUBMITTED WITH YOUR APPLICATION IN A SEALED ENVELOPE FROM THE COLLEGE OR UNIVERSITY.** Credit will only be given upon the applicant receiving a passing grade in the competitive entrance written examination and agility test. Five points will be the maximum awarded for education.

CREDIT FOR CERTIFICATION

A valid and current Certification as a Peace Officer by the Ohio Peace Officer Training Council will receive an additional two (2) points credit with proper documentation, provided certification is valid and current **and is submitted with the application only.** Two points will be the maximum awarded for Ohio Peace Officer certification provided the applicant receives passing grades in the competitive entrance exams.

- **PLEASE ATTACH PROPER DOCUMENTATION WITH APPLICATION AS THIS IS THE ONLY TIME DOCUMENTATION WILL BE ACCEPTED. EXTRA CREDIT WILL ONLY BE GIVEN UPON RECEIPT OF PASSING GRADES IN THE COMPETITIVE WRITTEN ENTRANCE EXAM AND A PASSING GRADE ON THE AGILITY EXAM.**
- **NO CANDIDATE CAN RECEIVE MORE THAN TEN (10) POINTS EXTRA CREDIT.**
- **ACKNOWLEDGMENT MUST BE NOTARIZED PRIOR TO FILING YOUR APPLICATION AND MUST ACCOMPANY PAYMENT OF THE \$25 FEE, MONEY ORDER ONLY. PAYABLE TO CITY OF NORTH RIDGEVILLE**
- **BE SURE APPLICATION IS DATED AND TIME STAMPED BY THE CLERK WHEN FILING YOUR APPLICATION.**

**POLICE DEPARTMENT
STATEMENT OF HIRING STANDARDS**

MISSION STATEMENT OF THE NORTH RIDGEVILLE POLICE DEPARTMENT

The mission of the North Ridgeville Police Department is to work in alliance with our citizens in providing professional police services that will enhance the quality of life for this community. We believe that this is best accomplished through the fair and impartial application of the law administered in a caring and responsible manner.

OUR VISION

To help make this community better and safer by providing professional police services fairly and impartially.

OUR VALUES

Employee integrity, demonstrated through honesty, strength of character, commitment to duty and open dialogue.

Our oath of office and all of the duties commensurate with that oath. This is demonstrated by continual professional development, flexibility to a changing society, and embracing the rights of those entrusted to our care.

Respect, for one another, our citizens, and the lawful authority with which we have been entrusted.

OUR MOTTO

“Committed to Excellence in Service to the Community”

INTRODUCTION

The city of North Ridgeville is committed to hiring ethical, honest and moral employees who will treat all citizens with respect, dignity and understanding. The occupation of police officer carries with it an expectation of being held to a “higher standard” when viewed by the public in general. Specifically, the public expects its officers to obey the laws they enforce, they expect them to serve as role models in their moral character and social behavior, they expect them to refrain from acts such as abusive use of alcohol and drugs. In short, the public expects its officers to stand behind their oath of office and execute their duties in a truthful and conscientious manner.

These standards are non exclusive and other facts may be discovered about an applicant through a subsequent background investigation, which are not contained in any of the described categories. These facts may make the applicant an unsuitable choice for employment with the City of North Ridgeville. Such information will be fully investigated and brought to the attention of the Chief of Police where it will be examined in the totality of circumstances before a decision is made regarding an applicant’s potential for employment with the department.

STANDARDS FOR DISQUALIFICATION/NON-FAVORABLE CONSIDERATION

A) CRIMINAL CONDUCT

Commission of criminal acts is inimical to the respect for law required of a police officer. A list of representative criminal offenses that are cause for disqualification are described in the following pages. This list is intended to be illustrative of the types of offenses that would normally cause disqualification; it does not exclude offenses not listed. In certain cases, exceptions to the normal rule of disqualification are stated. However, that does not infer that the act described would be disregarded. In each case, even if the incident itself is not sufficient cause for disqualification, the incident may be taken into consideration, along with other discovered information regarding the applicant, in making a recommendation.

Further, it must be remembered that it is the criminal conduct that is important; while a conviction is proof that the conduct occurred, conviction is not the only acceptable proof of criminal conduct. Information of a nature normally relied upon by reasonable persons in their daily life that a criminal act was committed by the applicant, as opposed to proof beyond a reasonable doubt, may result in a recommendation of disqualification. In this regard, the fact that an arrest occurred does not prove that criminal conduct occurred, but only that probable cause existed for that arrest. The arrest is a starting point in the investigation; ultimately, evidence and/or witness statements must be secured that demonstrate that the applicant committed criminal acts.

The following are those criminal offenses that, except as expressly noted, may result in disqualification from consideration as a police officer for the City of North Ridgeville.

1. Any offense of violence committed as an adult directed against a person as defined in the Ohio Revised Code, Chapter 2903. This shall include homicide, assault, menacing, stalking, hazing and patient abuse or neglect, related offenses. However, a single incident of assault or menacing will not automatically result in disqualification. Such incidents may be considered, along with other matters, in determining suitability for appointment.
2. Any kidnapping and extortion related offenses as defined in the Ohio Revised Code Chapter 2905 committed as an adult.
3. Any sex offenses as defined in the Ohio Revised code Chapter 2907. This includes sexual assaults, prostitution, solicitation and obscenity offenses. Note: The offense must have been committed in a jurisdiction where the act was a criminal offense.
4. Any arson and related offense directed against property as defined in the Ohio Revised Code Chapter 2909 committed as an adult. This shall include disruption, vandalism, damaging and endangering related offenses. However, a single incident of criminal damaging or criminal mischief that occurred at least three (3) years prior to investigation will not automatically result in disqualification. Such incidents may be considered, along with other matters, in determining suitability for appointment.
5. Any robbery, burglary, trespass, related offense as defined in the Ohio Revised Code Chapter 2911 committed as an adult. This shall include safecracking related offenses. However, a single incident of criminal trespass or tampering with coin machines which occurred at least three (3) years prior to investigation, will not automatically result in disqualification. Such incidents may be considered, along with other matters, in determining suitability for appointment.

6. Any theft or fraud offense as defined in the Ohio Revised Code Chapter 2913. This shall include passing bad checks, misuse of credit cards, forgery and receiving stolen property related offenses. However, a single incident of a theft offense or conspiracy or solicitation to commit such an act, which occurred at least three (3) years prior to investigation, will not automatically result in disqualification. Such incidents may be considered, along with other matters, in determining suitability for appointment. Note: Simply having a check refused or “bounced” for non sufficient funds does not apply.
7. Any offense involving the applicant’s participation in illegal gambling as defined in the Ohio Revised Code Chapter 2915. However, a single incident of public gaming which occurred at least three (3) years prior to investigation will not automatically result in disqualification. Such incidents may be considered, along with other matters, in determining suitability for appointment.
8. Any offense committed as an adult directed against the public peace as defined in the Ohio Revised Code Chapter 2917. This shall include inciting, riot, disorderly conduct, harassment, false alarms and misconduct involving a public transportation system. However, a single incident of disorderly conduct or misconduct at an emergency that was committed at least three (3) years prior to investigation will not automatically disqualify the applicant. Such incidents may be considered, along with other matters, in determining suitability for appointment.
9. Any offense committed as an adult against the family as defined in Ohio Revised Code Chapter 2919. This shall include bigamy, abortion, non-support (2 or more incidents), child endangering and domestic violence, related offenses. However, a single incident of interference with custody that was committed at least three (3) years prior to investigation will not automatically disqualify the applicant. Such incidents may be considered along with other matters, in determining suitability for appointment.
10. Any offense committed as an adult against justice and public administration as defined in Ohio Revised Code Chapter 2921. This shall include bribery, intimidation, perjury, compounding, disclosure of confidential information, obstruction, escape, conveyance of prohibited items, speculation, dereliction and impersonation of officers, related offenses.
11. Any offense committed as an adult involving conspiracy, attempt, complicity or weapons control related offenses, as defined in Ohio Revised Code Chapter 2923. This shall include corrupt activity related offenses. However, as related to Section 2923.12, carrying concealed weapons, a single incident of improperly handling a firearm in a motor vehicle, Section (C)(4), which occurred three (3) or more years before investigation, will not automatically disqualify the applicant. Similarly, any single incident of failure to report to law enforcement authorities the loss or theft of any firearm or dangerous ordinance, Section 2923.20(A)(5), which occurred three (3) or more years before investigation, will not automatically disqualify the applicant. Such incidents may be considered, along with other matters, in determining suitability for appointment.
12. Any offense committed as an adult involving the applicant’s participation in drug related offense, as defined in the Ohio Revised Code Chapter 2925.11 (C)(3)(a), possession of marijuana, a minor misdemeanor, involving ONLY personal use, all which occurred more that three (3) years prior to investigation, will not automatically disqualify the applicant. Similarly, a single incident of abusing harmful intoxicants, Section 2925.31, which occurred three (3) years prior to investigation, will not automatically disqualify the applicant. Such incidents may be considered, along with other matters, in determining suitability for appointment.

13. Any violation committed as an adult of a miscellaneous offense, as defined in the Ohio Revised Code Chapter 2927. This shall include offenses against a human corpse, interfering with housing, desecration and ethnic intimidation.

(B) DRIVING RECORD

Respect for traffic laws and regulations, as demonstrated by a safe driving record, is an essential element in determining an applicant's suitability for appointment. A safe driving record will be evaluated on a case by case basis considering the frequency and type of violation.

The following will automatically disqualify the applicant.

1. Applicants with a driving record that would preclude the city from insuring them while operating a department owned vehicle.
2. Any single conviction, obtained as an adult, involving non-minor misdemeanor reckless operation (4511.20), operating a motor vehicle while under suspension (4507.02)(B)(1), or leaving the scene of an accident (4549.02) within five (5) year of investigation.
3. Any single conviction as an adult involving driving while under the influence of alcohol, a drug of abuse, or alcohol and a drug of abuse (4511.19) within five (5) years of investigation.
4. More than one DUI or reckless driving conviction as an adult, regardless of the dates of the incidents (minor misdemeanor reckless driving does not apply).
5. Any other offenses committed as an adult which resulted in suspension or revocation of driving privileges on two (2) or more occasions within five years of investigation.
6. As an adult driver a demonstrated pattern of motor vehicle violations. This pattern will be identified by the number of offenses and the time frame involved.
7. As an adult driver involvement in traffic accidents to the degree that the average person would question the applicant's ability to safely operate a motor vehicle.

(C) JOB HISTORY

A poor employment history may result in disqualification of the applicant. This includes a record of insubordination, absenteeism or tardiness, dishonesty, incompetence or consumption of alcohol in violation of company policy while employed. As a general rule, any conduct on the job which would result in substantial discipline if the applicant were a member of the North Ridgeville Police Department may be grounds for disqualification.

(D) MILITARY HISTORY

All persons who have received a dishonorable discharge, a bad conduct discharge or other than an honorable discharge from the armed forces of the United States shall be disqualified. However, a general discharge is not an absolute bar to appointment. These will be evaluated on a case-by-case basis.

(E) FINANCIAL RESPONSIBILITY

Non-favorable consideration may be given to an applicant that has established a pattern of failing to meet financial obligations in a timely fashion, such as the following.

1. Established a pattern of expending more finances than they are receiving, resulting in debts being turned over for collection on multiple occasions.
2. A demonstrated inability to manage their financial resources in a mature and responsible manner, resulting in repeated bad debts or bankruptcy.
3. Repeated failure to meet the requirements of Ohio Child Support Statutes or court orders relating to child support. Violations of this item may be grounds for automatic rejection unless the failure to meet these requirements resulted from an inability to pay. In these cases, all related facts shall be considered.
4. All applicants who have current non-business personal debts, exclusive of home mortgage and auto loans, in excess of one-half (1/2) of the annual starting salary for the position being applied for may be suspended from consideration.

(F) FALSIFICATION/FAILURE TO COOPERATE WITH APPLICATION PROCESS

Any applicant who willfully fails to cooperate with the North Ridgeville Police in the processing of his/her application for the position of police officer shall be eliminated from consideration. This includes failure to provide necessary information, making untrue or misleading statements in connection with the personal history statement or any part of the processing procedure, or the purposeful failure to include any information or documents requested by the North Ridgeville Police Department.

(G) OTHER CONDUCT

Non-favorable consideration may be given to the applicant who has demonstrated a lack of ethics or morality. While not exhaustive, the following list suggests further investigation may be necessary.

1. Abused a position of trust through a theft of time or service.
2. An act or pattern of violating any of Ohio's ethics laws.
3. An act or pattern of engaging in acts of discrimination against persons because of their sex, race, religion, ethnic origin, sexual preference, age or handicap.
4. Demonstrated a pattern of behavior that has had an adverse effect on the everyday life of the applicant, the applicant's neighbors, the applicant's family or the applicant's associates.
5. Failure to correct behavior of an antisocial nature.
6. Any pattern of repeated abuse of authority, lack of respect for authority or law or lack of respect for the dignity and rights of others.
7. Demonstrated a pattern of substance abuse which has impaired the applicant in the pursuit of everyday life, resulting in marital problems, employment problems, financial problems, etc.

CONCLUSION

Failure by the applicant to enumerate or disclose any offense or information does not exclude such offense or information for being the basis of disqualification. Any criminal offense or material discovered through a subsequent background investigation under the proper circumstances, can result in disqualification from employment as a North Ridgeville Police Officer, if it is demonstrated that the acts or omissions of the applicant were such as to make it inappropriate for him/her to serve as a police officer.

The North Ridgeville Police Department, through careful and thorough applicant processing procedures, can ensure that the highest quality candidates are employed and retained. When used properly, these standards for hiring will ensure only those applicants meeting and exceeding the “higher standard” expectations of the public are met. The citizens of North Ridgeville are entitled to this at a minimum.

NOTICE OF EXAMINATION
FULL-TIME PATROLMAN CLASS "C"
CITY OF NORTH RIDGEVILLE

Public notice is hereby given by the Civil Service Commission of North Ridgeville, Ohio, of an open competitive examination for the position of Patrolman Class "C" in the service of the City of North Ridgeville.

Filing of Application - Application must be made on the regular application form obtainable on our website at nridgeville.org or at City Hall, Monday through Friday, between the hours of 8:30 A.M and 3:00 P.M., beginning Monday, February 28, 2011 No other form will be accepted. All applications for entrance to this examination must be returned to City Hall, Civil Service Commission, Office of the Clerk of Council, no later than 3:00 P.M., Friday, March 11, 2011. Applications will **not** be accepted after this date. Payment of \$25.00 fee must accompany the application, money order only, payable to the City of North Ridgeville.

ALL APPLICATIONS AND ACKNOWLEDGMENTS MUST BE NOTARIZED PRIOR TO FILING WITH CIVIL SERVICE.

EXAMINATION

Agility Test - 9:00 A.M., SATURDAY, MARCH 19, 2011 at the North Ridgeville Senior Center, 7327 Avon Belden Road, North Ridgeville, OH 44039. Applicants will be required to sign a waiver releasing the City from responsibility in case of injury. Applicants for the agility test must produce a valid Ohio Drivers License to verify identification. (A passing grade of 8 points out of a possible 25 points must be scored to qualify.)

Written Exam - 6:30 P.M., MONDAY, MARCH 28, 2011 at the North Ridgeville Education Center, 5490 Mills Creek Lane, North Ridgeville, OH 44039. This part of the examination will be general in nature and based on subject matter which is practical in character and within the scope of any person having the accepted minimum qualifications for this position. Applicants for written exam must produce a valid Ohio Drivers License to verify identification. (A passing grade of 70% must be scored to qualify.)

Medical Examination - Applicants who receive a passing grade on the written exam and agility test and whose names are placed on the eligibility list, must undergo and pass Computer Voice Stress Analysis, psychological examination, physical fitness test and physical examination as determined by the Police & Firemen's Disability & Pension Fund. Medical examination fee will be paid by the City.

Eligibility List - The life of the eligibility list established pursuant to this examination will be two (2) years.

MINIMUM ENTRANCE EXAMINATION QUALIFICATIONS

Age: Applicants for examination for original appointment to the Police Department as a Patrolman Class "C" must be at least twenty-one (21) years of age.
Education: All Applicants must be graduates of a standard four year high school or equivalent.
Citizenship: Applicants must be citizens of the United States.

DESCRIPTION OF MEDICAL EXAMINATION

Applicants may be rejected for a deficiency, abnormality, or disease which would, in the opinion of the medical examiner, interfere with the efficient performance of the duties of the position.

CIVIL SERVICE COMMISSION
CITY OF NORTH RIDGEVILLE

James Yost, Chairman
Russ Friedrich, Vice-Chairman
Dan Zezena, Secretary

Attest: Donna Tjotjos
Recording Secretary

Posted: February 18, 2011