

CIVIL SERVICE EXAMINATION POLICE OFFICER III CITY OF AURORA

Purpose: To establish an eligibility list for the full-time position of Police Officer III in the Aurora Police Department.

Applications available: February 2 - 13, 8:30am - 4:30pm, Aurora City Hall, 130 S. Chillicothe Rd. (S.R. 306). Application forms will be distributed in special envelopes and completed forms should be returned in the same envelope and sealed. **All required documentation must be included with your application or you will not be eligible to take the exam.** **Filing deadline** is 4:30pm, February 13, 2015. **NO EXCEPTIONS.** *Whenever two or more candidates have the same scores, their respective positions on the eligibility list shall be in the same order as their applications were returned.*

Non-Refundable Fee: \$25.00 in the form of cash, check, or money order *payable to* the City of Aurora must accompany the completed application.

Physical Agility Test: A physical agility test will be administered by the Chief of the Aurora Police Department or his designate. The Physical Agility Test will be given on Saturday, February 28, 2015 at Hiram College Fitness Center, 6925 Wakefield Rd., Hiram, OH(Coopers Standards at the 40th percentile). Applicants will be notified of their assigned exam time. Photo I.D. required. Only those applicants passing the physical agility test will be eligible to take the written exam.

Written Exam: The written exam will be held approximately two (2) weeks after the physical agility test. Qualified candidates will be notified of the time and location. Photo I.D. required. A minimum passing score of 70% will be required on the written exam.

Additional Credit: Given to candidates receiving a minimum passing score of 70% on the written exam in an amount not to exceed 20% of the candidate's actual test score:

- A) 5% for a college Bachelor's degree, additional 5% for an advanced degree.*
- B) 10% for an Honorable Discharge from the U.S. Armed Forces*
- C) 10% for at least one (1) year of service as a full-time or part-time officer with an accredited law enforcement agency*

***Documentation of credit claims must accompany applications to receive credit.**

Starting salary: \$28.45/hour(\$34.01 after two years). One-year probationary period. Requirements at time of appointment: Applicants must have a high school diploma or equivalent; be 21 years of age; be a citizen of the United States; and be a legal resident of the State of Ohio. At time of appointment, candidates must possess a valid Ohio Peace Officer Certificate. At time of exam, candidate may be currently enrolled in an authorized Ohio Peace Officer Basic Training Academy.

Qualified Candidates: Will be required to undergo a background check and personal interview with the appointing authority. Other testing (to include psychological, physical, polygraph, EKG and drug screening) will be required if employment is offered. Candidates must also have the ability to react in emergency situations, ability to maintain objectivity, and skill at dealing with the public in a variety of adverse conditions.

All questions regarding the testing requirements or procedures should be referred to the Commission Secretary, Stephen Spencer, at voice mailbox 330/655-8576.

**By order of the Civil Service Commission
of the City of Aurora, Portage County, Ohio**

AN EQUAL OPPORTUNITY EMPLOYER

AURORA CIVIL SERVICE COMMISSION

POLICE OFFICER III

REQUIRED DOCUMENTATION

(MUST BE SUBMITTED WITH APPLICATION TO BE ELIGIBLE TO TAKE EXAM)

- **High School Graduation**
A copy of applicant's diploma, G.E.D. certificate or equivalent.
- **Proof of Residency**
A copy of applicant's valid Ohio Driver's License or other picture I.D. showing current address.
- **Citizenship**
A copy of applicant's birth certificate or naturalization papers.
- **Ohio Peace Officer Certificate**
A copy of applicant's certificate or a copy of the enrollment letter from an authorized academy.

ACCEPTABLE DOCUMENTATION OF CREDITS

(MUST BE SUBMITTED WITH APPLICATION TO RECEIVE CREDIT)

- **College Degree: Bachelors - 5%***
Additional 5% for an advanced degree*
A copy of applicant's original diploma or transcript showing degree conferred.
- **Honorable Discharge from U.S. Armed Forces - 10%***
A copy of applicant's Honorable Discharge or DD-214 (separation from Active Duty) Certificate.
- **One (1) Year Experience with another Law Enforcement Agency - 10%***
A letter from the Chief or Director stating applicant's time of service and experience with the agency.

* Credit will only be given to candidates who receive a minimum passing score of 70% on the written exam.

A MAXIMUM TOTAL OF 20% CREDIT WILL BE AWARDED

Applicants having additional questions should contact the Aurora Civil Service Commission voice mailbox 330/655-8576.