

Civil Service Examination

STEUBENVILLE POLICE DEPARTMENT

POSITION OF POLICE OFFICER

DATE OF TESTING - MARCH 07, 2020

ON SATURDAY, MARCH 07, 2020 AT 10:00 AM, AT EASTERN GATEWAY COMMUNITY COLLEGE, 4000 SUNSET BOULEVARD, #1301 FOUNDER'S HALL, STEUBENVILLE, OHIO, THE CIVIL SERVICE COMMISSION OF THE CITY OF STEUBENVILLE WILL HOLD AN OPEN AND WRITTEN COMPETITIVE EXAMINATION FOR THE POSITION OF POLICE OFFICER IN THE POLICE DEPARTMENT OF THE CITY OF STEUBENVILLE.

PLEASE NOTE: Physical agility testing to follow written testing.

LOCATION: Harding Stadium Practice Field 2002 Sunset Blvd., Steubenville, Ohio.

To qualify for the position of Police Officer and thereby to be eligible to take the Written Competitive Examination, **APPLICATANTS MUST MEET THE FOLLOWING REQUIREMENTS:**

- Must be 21 years of age at time of appointment, 20 Years old to sit for test.
- 35 years of age is maximum age for appointment. If over 35, MUST have OPOTA certificate and be up-to-date with training requirements.
- Must be United States Citizen.
- Must have valid Ohio driver's license and be insurable at time of appointment.
- Must have one of the following and provide documentation:
 - Honorable discharge from U.S. Military (or)
 - 30 Semester or 45 Quarter College Credit Hours (or)
 - OPOTA Certificate (or)
 - Currently enrolled in an OPOTA Academy will be considered Upon completion.

- Applicants must also be able to pass an extensive background investigation, physical, psychological and polygraph testing and drug screen.
- Applicants must pass both written test and OPOTA minimum physical standards test.

Subject to receiving a passing grade on the written examination, applicants thereafter must take and pass the following tests and/or examinations:

- A. A Background/Security Review, including Polygraph; AND
- B. A Medical Examination, including drug and alcohol screen;
AND
- C. A Psychological Examination.

CURRENT BEGINNING SALARY: \$45,416.86 Annually.

PASSING GRADE: The written examination will be graded on a percentage scale with 70% (on a scale of 0-100%) being required for passing. If applicant is eligible for bonus points as a Veteran, said bonus points **are added only to the passing grade.**

VETERAN'S BONUS POINTS: To be eligible to receive Veteran Bonus Points, which are additive only to a passing grade, any applicant who is a Veteran must present a copy of his/her Honorable Discharge **with their Civil Service Application and accompanying documents.**

NOTICE OF TEST RESULTS: All participants will be notified by mail of the results of their written examination.

DEADLINE FOR APPLICATIONS: All applications must be received by the Commission no later than 4:00pm on Friday, February 21, 2020 or by U.S. Mail postmarked no later than February 18, 2020.

TO APPLY: All applicants must submit, by deadline date, a City Application. Resumes will not be accepted in lieu of the application. Applications and required forms are available at the City of Steubenville Civil Service Commission 115 S. 3rd St., Steubenville, OH 43952 or the City of Steubenville's website: www.cityofsteubenville.us. Signed Authorization and Release for Records and Security Check, signed Waiver and Release, signed Physician's Examination Statement, completed Steubenville Police Dept. Personal History Statement and copies of required official college transcripts, certifications and military discharge papers must be provided at the time of filing application. **Applications will not be accepted without required documentation. Faxed, emailed or incomplete applications will not be accepted.**

PLEASE NOTE: The physical agility testing will be held the same day. It will follow the written testing and will graded on a pass/fail basis.

Applicant must present driver's license at the time of written examination.

Equal Opportunity Employer

Male/Female

CITY OF STEUBENVILLE - CIVIL SERVICE COMMISSION



Employment Application

APPLICANT INFORMATION													
Last Name			First			M.I.		Date					
Street Address					Apartment/Unit #								
City			State			ZIP							
Phone			Social Security No.										
Date of Birth			Position Applied for										
Are you a citizen of the United States?			YES <input type="checkbox"/>		NO <input type="checkbox"/>		If no, are you authorized to work in the U.S.?			YES <input type="checkbox"/>		NO <input type="checkbox"/>	
Have you ever worked for the City of Steubenville?			YES <input type="checkbox"/>		NO <input type="checkbox"/>		If so, when?						
EDUCATION													
High School			Address										
From		To	Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		Degree				
College			Address										
From		To	Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		Degree				
Other			Address										
From		To	Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		Degree				
REFERENCES													
<i>Please list three professional references.</i>													
Full Name			Relationship										
Company			Phone										
Address													
Full Name			Relationship										
Company			Phone										
Address													
Full Name			Relationship										
Company			Phone										
Address													

PREVIOUS EMPLOYMENT

Company		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/>

MILITARY SERVICE

Branch	From	To
Rank at Discharge	Type of Discharge	
If other than honorable, explain		

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature _____ Date _____

STATE OF OHIO:
JEFFERSON COUNTY, SS:
Sworn to and subscribed in my presence
this _____ day of _____

(Notary Public)

WAIVER AND RELEASE

The undersigned, who is a candidate for appointment as a Police Officer in the City of Steubenville hereby agrees to participate in the Physical Fitness/Performance Test to be given by the Civil Service Commission of the City of Steubenville.

The undersigned further states that I am in generally good health; that I know of no physical/medical problems that would put me at risk in undergoing the physical activities required of me in the subject Test; that I am not presently under medical care or medication, nor have I been using any drugs, narcotics or other substances which would put me at risk in taking such Test.

The undersigned further waives any claim, demand or action that he otherwise may hold or could assert against the City of Steubenville, together with any of its officers, employees, agents or representatives, that may arise from or be related in any way to my participation in the Physical Fitness/Performance Test to be conducted by the Civil Service Commission of the City of Steubenville on August 24, 2019 for candidates for the position of Police Officer in the City of Steubenville.

Date: _____

Signature

Witness: _____

AUTHORIZATION AND RELEASE FOR RECORDS AND SECURITY CHECK

The undersigned, who is a candidate for the position of Police Officer in the City of Steubenville, hereby gives and grants to the City of Steubenville, together with its Civil Service Commission and its Police Department, the right to inspect, examine and obtain the records of any Police Department, Court of Law, Branch of the Military or Security Service, for any citations, arrests, arraignments, or prosecutions issued or pursued against me by any law enforcement agency or authority.

The undersigned further releases and discharges the City of Steubenville, together with its Officers, Employees, Agents or Representatives, from any and all liability that may arise from or relate to conducting the within security check and/or examination of records.

Date: _____

Signature

Print Name

PHYSICIAN'S EXAMINATION STATEMENT

The undersigned, who is a licensed physician in the State of _____, hereby certifies that _____ whose address is _____ presented himself to me for physical examination on the day of _____; that on the occasion of said examination, I was provided a copy of the outline and contents of the Physical Fitness/Performance Test to be administered by the Civil Service Commission of the City of Steubenville for the position of Police Officer which test will be conducted on August 24, 2019, that I performed a physical examination of the named candidate, which examination was directed to the physical activities being required of the candidate in the subject Physical Fitness/Performance Test; and that the medical condition of the candidate is satisfactory for undergoing and performing the physical activity and events included and set forth in the subject Test.

Date: _____, MD

Candidates MUST pass with a MINIMUM score based on the 15th Percentile requirements (shown below)

Handout #1 – Optic Fitness Norms

Male Fitness Norms

Sit-ups	Age 20-29	Age 30-39	Age 40-49	Age 50-59	Age 60+
Final 50 th percentile	40	36	31	26	20
15th percentile	32	28	22	17	13
Push-ups	Age 20-29	Age 30-39	Age 40-49	Age 50-59	Age 60+
50 th percentile	33	27	21	15	15
15th percentile	19	15	10	7	5
1.5 Mile Run	Age 20-29	Age 30-39	Age 40-49	Age 50-59	Age 60+
50 th percentile	11:58	12:25	13:11	14:16	15:56
15th percentile	14:34	15:13	15:58	17:38	20:12

Female Fitness Norms

Sit-ups	Age 20-29	Age 30-39	Age 40-49	Age 50-59	Age 60+
50 th percentile	35	27	22	17	8
15th percentile	23	18	13	7	2
Push-ups	Age 20-29	Age 30-39	Age 40-49	Age 50-59	Age 60+
50 th percentile	18	14	11	13 (modified)	8 (modified)
15th percentile	9	7	5	4 (modified)	1 (modified)
1.5 Mile Run	Age 20-29	Age 30-39	Age 40-49	Age 50-59	Age 60+
50 th percentile	14:07	14:34	15:24	17:13	18:52
15th percentile	17:49	18:37	19:32	21:31	23:32

OHIO PEACE OFFICER TRAINING COMMISSION