

HOW DO I BECOME A POLICE OFFICER ?

You must be a resident of Ohio (or be a resident at time of appointment) for the following to apply to you:

MINIMUM QUALIFICATIONS:

Education/experience requirement:

- High School Diploma or GED
- Current OPOTA Peace Officer Certificate OR be currently seated in a police academy with a letter from your Academy Commander stating you are on track to graduate

AGE REQUIREMENT:

- You must be at least 21 years old to be appointed. but no older than 35, except for military veterans who possess a DD-214 that shows an honorable discharge and who may be 39 years or younger on, or prior to, the date of appointment.
- Tiffin City Ordinance 141.02(b) states *"No person shall be eligible to receive an original appointment to the Department when he is thirty-five years of age or older..."*

CHARACTER:

- No person who has been convicted of a felony shall be appointed as a Police Officer.
- Be of good moral character.
- A candidate may be disqualified for evidence of character clearly unsuited for police services.
- A comprehensive background check is part of the selection process.
- (Please read through the Background Removal Standards to make sure that none of them apply to you before applying)

DRIVER'S LICENSE:

- You will need a valid Ohio motor vehicle operator's license before you will be hired.

MEDICAL EXAM:

- You will be required to pass both a medical examination and a psychological evaluation before you are appointed.

PHYSICAL ABILITY EXAM:

- You will be required to pass a physical agility test immediately following the written test. (if hired there is a yearly requirement to pass the physical agility test for the rest of your career or face progressive discipline up to and including termination).

RESIDENCY REQUIREMENT:

- All candidates appointed as full-time police officers will be required within 60 days of their appointment to become and remain an actual resident of Seneca County or a county immediately adjoining Seneca County.

DUTIES

- Under supervision, promotes and maintains civil order; enforces laws and ordinances; conducts investigations; issues citations and makes arrests; patrols assigned areas to provide security; responds to alarm calls; prepares detailed reports concerning crimes and incidents; interviews victims and witnesses; interrogates suspects; maintains equipment in functional condition; provides court testimony; established and maintains positive working relationships with the community. Performs any additional assigned duties as required.

SKILLS AND ABILITIES

- Able to read, understand, and explain State of Ohio Statutes and City of Tiffin ordinances; Ability to communicate effectively with a diverse population, in-person, via telephone, and in writing; Ability to write accurate and complete reports and accurately record information – by hand and using a computer, file records, and process paperwork; Ability to solve problems, and make quick and appropriate decisions in stressful situations; Ability to maintain self-control and to take direction from supervisors; Maintain a positive attitude, have good moral character, be honest, responsible and trustworthy; Ability to perform physical activities necessary to protect oneself and others; Ability to drive a motor vehicle; Ability to work long hours for an extended period of time.

SALARY FOR FIRST YEAR PATROLMAN (2014)

- \$20.36 STARTING HOURLY WAGE*

*There are longevity bonuses and educational bonuses in addition to the regular salary.

WRITTEN EXAMINATION

- YOU MUST TAKE THE WRITTEN EXAM IN ORDER TO BE PLACED ON THE ELIGIBLE LIST FOR APPOINTMENT AS A POLICE OFFICER!

At the examination site, applicants must present a current valid photo identification with their signature, such as a current motor vehicle operator's license.

YOU MUST BRING THE BELOW PAPERWORK TO THE EXAMINATION SITE TO CLAIM ANY OF THE PREFERENCES LISTED BELOW:

1. VETERAN'S PREFERENCE-If you are claiming veteran's preference you must submit a copy of your DD form 214 (Release From Active Duty) in order to receive proper credit. Qualifying service must have been in the Army, Navy, Marine Corps, Coast Guard, or Air Force of the United States and must be an honorable discharge.
2. OPOTA CERTIFICATION - Must submit a copy of your certification in order to take test. MUST not be expired.

NO APPLICANT HAS THE RIGHT TO A MAKEUP EXAMINATION DUE TO PERSONAL OR PROFESSIONAL CONFLICTS ON THE TESTING DATE AND APPLICANTS ARE ADVISED TO CONSIDER THIS BEFORE APPLYING FOR THE EXAMINATION.