

CITY OF RITTMAN
RITTMAN CIVIL SERVICE COMMISSION
CIVIL SERVICE TEST NOTIFICATION – POLICE OFFICER

The Rittman Civil Service Commission announces a test for the position of Police Officer for the City of Rittman. The test will be given on November 14, 2018 at Heritage Hall (the former Rittman High School) located at 100 Saurer Street, Rittman, Ohio.

Application packers are available at Rittman City Hall.

The test will begin promptly at 6:00 P.M. applicants that arrive late may be excluded from taking the examination.

The Commission will begin test registration at 5:15 P.M. You must provide a picture identification to gain entrance to take the examination. Doors will open at 5:15 P.M. for registration. Please arrive with only two (2) lead pencils. No pencils will be provided by the commission. No calculators or cell phones will be permitted.

Examination fee: Applicants must pay an exam fee of \$25.00. Applications must be returned to Rittman City Hall by November 1, 2018 at 4:00 P.M. No applications will be accepted after that time.

To be eligible for testing applicants must.....

- Be a United States Citizen.
- Be 21 years of age by the date of appointment.
- Possess or be able to obtain an Ohio Driver's License by the date of appointment.
- Have obtained a high school diploma or equivalent.
- Possess a valid training certificate from the Ohio Peace Officer Training Council showing that they have been certified as a police officer in the State of Ohio, or a letter from the OPOTC stating that they will have successfully completed the Peace Officer Basic Training Course by the end of January 2019. Proof of certification or certification letter must accompany the application for examination and returned by the deadline or the applicant will not be eligible for testing. This certification must be attached to the application when returned by the above deadline to be eligible.
- Be able to pass a rigid background investigation which includes, but is not limited to; CVSA/polygraph, psychological exam, physical exam with drug screen.

There will be an Open House for questions at Rittman Police Department on October 17, 2018 from 4:00 P.M. until 6:00 P.M.

BONUS POINTS – bonus points are awarded for Military Veterans, college diplomas, completion of Physical Agility test within one (1) year and Rittman Police Department part-time officers. All bonus verification sheets must be filled out correctly and returned with the completed application. Bonus points will not be awarded to anyone not properly filling out the verification of each category. The following extra credit or bonus points will be awarded to applicants that have a passing score and have provided the properly filled out verification sheet(s). The Military amount of bonus points awarded will be twenty (20) points.

- Military Veteran Points – 10 points – to receive veteran points the applicant must submit a DD214 with his/her application. The DD214 must reflect military service of 180 consecutive days or more with honorable discharge.
- College Education – 5 points for an Associate Degree, 10 points for a Bachelor's Degree. Nor more than 10 ten points will be awarded for education.
- Rittman Police Department Part-Time Officer – 5 points.
- Physical Agility Test – within one (1) year – 3 points.