

PUBLIC NOTICE

2017 PATROLMAN ENTRANCE EXAM

CITY OF HIGHLAND HEIGHTS CIVIL SERVICE COMMISSION

The City of Highland Heights Civil Service Commission will conduct a competitive entrance examination for the position of full-time Patrolman. Applicants are first required to take a written test on Saturday, November 18, 2017 at the Highland Heights Community Center. Registration is 7:45 a.m. to 8:45 a.m., strictly enforced. Written test is 9:00 a.m. – 11:00 a.m. A minimum score of 70% on the written test is required to be eligible for the mandatory physical fitness test on Saturday, December 2, 2017 at Mayfield High School. Times for the fitness test will be announced after receiving written test results. Additional tests may include medical examination, drug screening, psychological, polygraph, background investigation and personal interview.

Applications to take the exam may be obtained beginning Monday, October 9 through Friday, November 10, 2017, 24/7, at the Highland Heights Police Department, 5827 Highland Road, Highland Heights, Ohio 44143, or at the City website www.highlandhts.com. Completed applications must be returned to the Highland Heights Police Department, Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m. The deadline to file an application is Friday, November 10, 2017, at 5:00 p.m. Only the first one-hundred (100) applications filed will be accepted. The earliest filed applications will take precedence in cases of tie scores.

Applicant shall be a citizen of the United States, a resident of the state of Ohio for a period of at least one year at date of exam, and be at least 21 years of age on or prior to the exam. No person is eligible to receive an original appointment on or after the person's 41st birthday. Applicant must submit a completed application form, color copy of valid Ohio driver's license, copy of high school diploma or GED certificate, copy of birth certificate or US Passport or US Naturalization certificate, and a \$25.00 non-refundable filing fee in the form of cash or check payable to the City of Highland Heights. A copy of an OPOTA certificate or a Certification and Eligibility letter completed on or before November 18, 2017 is required to claim police training credit. A copy of a DD-214 is required to claim military credit. The Commission reserves the right to change the dates and locations of the tests.

Annual Probationary Base Salary: \$60,840.00

EQUAL OPPORTUNITY EMPLOYER