

**BELPRE MUNICIPAL CIVIL SERVICE COMMISSION
P.O. BOX 503, Belpre, Ohio 45714**

CITY OF BELPRE Patrol Officer (probationary)

(Please read all of the information below before submitting your application)

Applications can be found at www.cityofbelpre.com

The Belpre Municipal Civil Service Commission will hold a **COMPETITIVE EXAMINATION** for the purpose of filling an eligibility list for the position of Patrol Officer. This is to complete a POOL of eligible candidates for a potential full-time position with corresponding benefits. Testing will be scheduled through Washington County Adult Technical Training Center. Successful applicants will receive a call from the center to schedule date and time for testing. (Note: there is currently NO open position.)

Rate of Pay: \$19.15 hourly based on 2022 Pay Scales for probationary patrolman.

Eligibility requirements for applicants are:

1. Be a U.S. citizen
2. Be between the ages of 21 and 34 (can't turn 35 before being hired)
3. Possess a valid Driver's License
4. Be a high school graduate or higher
5. Possess NO criminal record/NO serious traffic offenses
6. Be OPOTA certified prior to testing for position (with documents provided to Civil Service Commission). No applicant will be tested without presentation of this documentation at the time of application.

In addition to passing the Civil Service Examination, a successful applicant must be able to:

1. Pass an in-depth background investigation (criminal, financial)
2. Pass a polygraph test
3. Submit to a psychological test
4. Pass medical/physical examination (paid for by the City)

Costs: There is a \$25 Non-refundable Fee for taking the examination. This fee is required when the application is received. **Do not send cash.** Checks or Money Orders should be made payable to the City of Belpre Municipal Civil Service Commission. If the Fee is not included with your application, it will not be considered. **You cannot pay your fee on the day of the examination.**

Applications: Candidates desiring to be considered for the above position must file an application with all required documentation. **(NO RESUMES WILL BE ACCEPTED.)** Applications can be obtained from the Belpre City Website (www.cityofbelpre.com). Application must be completed and **mailed to the Civil Service Commission, P.O. Box 503, Belpre, Ohio 45714 and must be received by January 26, 2022, 4:00 p.m. Do not submit your application to the City of Belpre. All applications must be mailed to the above P.O. Box to be considered for the position.**

Veterans must include a copy of their DD-214 with their applications to be considered for Military Credit. Credit for Military Service will be considered for all applicants with a passing score.

Please arrive at Washington County Career Center on time for your testing appointment. No cell phones are allowed in the test area. Bring a valid driver's license.

Failure to appear for any Civil Service Examination will result in the placement of your application in our inactive file. No refunds of application fees will be made in event of failure to appear for testing.

Direct all questions regarding testing by email to belprecivilservice@gmail.com. Do not call City of Belpre or any Commissioner.