

Police Recruit Recruitment #20-3208-001

Date Opened	10/21/2019 09:00:00 AM
Close Date	12/16/2019 11:59:00 PM
Salary	\$18.00 per hour as a Police Recruit ; \$27.77 per hour upon appointment to Police Officer
Department	Police
Job Type	Promotional and Open Competitive
Additional Forms	DD214 Professional Certification 1

Introduction



Nature Of Work

Candidates are assigned to the Dayton Police Academy to complete a classroom curriculum and physical skills development in firearms proficiency, defensive tactics, physical fitness, driving, and other related skills required by the Ohio Peace Officer Training Commission, in preparation for appointment as a Police Officer.

Minimum Education

Must be a high school graduate or possess a G.E.D.

Age

Must meet all of the following age requirements:

1. Must be 20 years old in order to take the examination.
2. Must be 21 years old on or before the day of completion of the Dayton Police Academy.
3. Applicants who are, or will be age 35 or older by August 1, 2020, will be asked to submit a copy of their OPOTC certification and proof of current or previous appointment as a sworn Police Officer for a jurisdiction within the State of Ohio. **Must not have reached your 35th birthday by the date of original appointment to the position of Dayton Police Officer.**

License Requirements

Must possess a valid driver's license at time of appointment and maintain thereafter as a term and condition of continued employment.

Citizenship

Must be eligible to be employed in the United States.

Background Investigation

Must be of good moral character and be able to pass an extensive background investigation including a polygraph examination. Persons convicted of a felony are not eligible for positions in the sworn forces of the Police Department (even if such conviction has been sealed or expunged).

Must not have any misdemeanor convictions for Domestic Violence unless the conviction has been expunged or set aside, with the exception of those who have as a condition of pardon, expungement or restoration of civil rights, been expressly barred from possessing or receiving firearms.

Any Police Recruit applicant who, 3 years or less prior to the date of the written examination, has ever illegally possessed, knowingly used, sold, or distributed any "controlled substance" or abused, sold, or distributed a "dangerous drug" as defined by State of Ohio law may be disqualified; OR any Police Recruit applicant who has personally used marijuana 1 year or less prior to the date of the written examination will be disqualified.

Must be able to meet any and all Ohio Administrative Code or Ohio Revised Code provisions that govern the ability to attend Ohio Peace Officer Training Academy courses and the ability to possess or receive firearms.

Tattoos: Any visible tattoo that is deemed offensive, profane, or objectionable shall be covered while performing any police related duty or function. Facial, head, and/or neck tattoos are prohibited on all sworn officers.

Body piercing: No body piercing can be worn where they will be visible to the public. No gauged earrings are permitted.

Physical

Final appointment is contingent upon the applicant passing a job-related medical examination which includes a drug screen and cardiovascular and pulmonary fitness testing. Vision without correction must be a minimum of 20/30 in one eye and a minimum of 20/100 in the other eye. Corrected vision must be a minimum of 20/20 in each eye. Must not be color-blind.

Promotional Qualifications

Must be a current full-time permanent or part-time permanent employee in pay grades: 124 (Wage) or below, 29 (Clerical) or below, P16 (Professional Technical) or below, S11 (Supervisor) or below, 317 (EMT), 302 and 302A (Paramedic), and been employed for 6 consecutive months by the City of Dayton in a classified Civil Service position. Identical scores will be broken by (1) seniority and (2) random selection method.

A promotional candidate who achieves a passing grade on the Police Recruit written examination is entitled to a maximum of 5 preference points as set forth below:

1. The candidate, prior to the date of written examination, has been honorably discharged from service with any branch of the United States military. **To obtain credit, a non-returnable copy of the DD214 or certificate of service (indicating honorable discharge) MUST be submitted on or before the date of the written examination.**

Open Competitive Applicants

Final appointment is contingent upon the applicant providing documentary evidence of Employment Authorization and Identity. Identical scores will be broken by a random selection method.

An open competitive candidate who achieves a passing grade on the Police Recruit written examination is entitled to a maximum of 5 preference points as set forth below:

1. The candidate, prior to the date of written examination, has been honorably discharged from service with any branch of the United States military. **To obtain credit, a non-returnable copy of the DD214 or certificate of service (indicating honorable discharge) MUST be submitted on or before the date of the written examination; OR**
2. The candidate is employed by the City of Dayton but does not meet the qualification outlined in the promotional requirements section. Must have satisfactorily completed 6 months of full time employment as documented by City performance evaluations.

Notes

Applicants **MUST** bring a pictured ID to both the physical fitness test and the written examination for identification purposes. Failure to present a pictured ID will result in the applicant **NOT** being admitted into the exams.

Examination dates and times are subject to change. Candidates who successfully pass the preliminary physical fitness test will be scheduled to take the written examination. **Candidates must pass BOTH the preliminary physical fitness test AND written examination in order to be placed on the eligible list for Police Recruit.** Applicants appearing on the Promotional eligible list will be considered prior to those on the Open Competitive list.

In accordance with Civil Service Rule 6, Section 6.7 A. (4), examinees will not be permitted to review examination questions.

In accordance with Civil Service Rule 8, Section 7B, this consecutive eligible list will become effective after the current eligible list effective March 14, 2019, is exhausted of names or expires.

Effective July 15, 2019, the City of Dayton adopted the Tobacco and Nicotine Free Hiring Policy (HR 1.03). Applicants offered employment with the City will be required to pass a nicotine screening. Newly hired employees must remain tobacco and nicotine free as a condition of continued employment.

The Tobacco and Nicotine Free Hiring Policy does not apply to current City employees subsequent to HR Policy 2.09.

An Equal Employment Opportunity Employer
M/F/H

Examination Date

Preliminary Physical Fitness Test

January 2020

Specific dates, times and location TBA

**Certified candidates will be sent a link to self-schedule their time for the Preliminary Physical Fitness Test at a later date.*

Written Examination

February 2020

Specific dates, times and location TBA

Selection Plan

The 2020 Police Recruit screening and selection process will include a series of components that each candidate must successfully complete and pass in order to be considered for the position of Police Recruit. The components will include:

1. Complete and submit the application for Police Recruit**2. Preliminary Physical Fitness Test**

Candidates must score at or above the 30th percentile of the Cooper Fitness Standard during the Preliminary Physical Fitness Test. Candidates who successfully pass will be permitted to take the written examination.

3. Written Examination

Results from the written examination will be emailed to candidates. Candidates who successfully pass **BOTH** the preliminary physical fitness test **AND** the written examination will be contacted to begin the background investigation when Civil Service reaches their name on the ranked eligible list.

4. Complete background investigation including polygraph test

The items listed below are due at the initial background interview. Begin to gather these items now.

- High School Transcripts/GED certificate
- College Transcripts
- Selective Service Registration Card (only required for males to age 26)*
- Military DD214 (if you served in the military)
- Proof of Auto Insurance
- Valid Driver's License
- Obtain 3 Personal Reference Letters
 1. Candidate must know reference provider for more than two years
 2. Reference letter must contain the author's name, address, and phone number, and within the body of the letter, how long author of the letter has known the applicant.

5. OPOTC Physical Fitness Assessment

Candidates will be required to pass all three components of the Cooper Fitness Standard at or above the 30th percentile inclusive of Sit-ups, Full Body Push-ups, and the 1.5 Mile Run within prescribed times. The PFA is a Pass/Fail performance assessment.

6. Psychological Examination

Candidates will be subject to a psychological examination inclusive of the Minnesota Multiphasic Personality Inventory (MMPI) assessment.

7. Complete medical exam including drug screen

Final appointment is contingent upon the applicant passing a job-related medical examination which includes a drug screen and cardiovascular and pulmonary fitness testing. Vision without correction must be a minimum of 20/30 in one eye and a minimum of 20/100 in the other eye. Corrected vision must be a minimum of 20/20 in each eye. Must not be color-blind.

All phases of the selection process are administered through the Civil Service office. It is important for you to perform to the best of your ability on each component of the selection process.

Civil Service will contact you regarding the Academy start date. Several weeks may pass between steps so please be patient. Wait for us to contact you.

It is the responsibility of the applicant to notify the Civil Service Office of any change to your mailing address, phone number, or email address.

Conclusion**POLICE RECRUIT - PRELIMINARY PHYSICAL FITNESS TEST**

January 2020

Civil Service will administer a Preliminary Physical Fitness Test as part of the examination process. **This physical fitness component will be PASS/FAIL.** You will be expected to meet the physical capability standard for this event, at time of testing, in order to move forward to the written examination.

Applicants must score at or above the 30th percentile of the Cooper Fitness Standards during the Preliminary Physical Fitness Test. A score below the standard will be considered a failing score on the test and the candidate will be removed from the testing process.

Civil Service staff will administer one (1) event for the Preliminary Physical Fitness Test:

1.5 Mile Run (timed) - This event consists of running or walking as fast as possible the distance of 1.5 miles in the time allotted for your age and gender group.

Age:	20-29	30-39	40-49	50-59
Male - Maximum minutes to complete:	13:08	13:48	14:33	16:16
Female - Maximum minutes to complete:	15:56	16:46	18:26	20:17

OPOTC REQUIRED PHYSICAL FITNESS ASSESSMENT

Date/Time – To Be Determined

Civil Service will administer a pre-entrance Physical Fitness Assessment (PFA) as required by the Ohio Peace Officer Training Commission. This mandatory assessment requires all prospective candidates to successfully pass the PFA **within 150 days of the academy start date**. Each candidate will be scheduled for the PFA **after** they have successfully passed the background investigation and polygraph.

Candidates will be required to pass all three components of the Cooper Fitness Standard at or above the 30th percentile inclusive of **Sit-ups, Full Body Push-ups, and the 1.5 Mile Run** within prescribed times. The PFA is a Pass/Fail performance assessment.

All candidates will be expected to meet the physical capability standards for each event, at time of testing, to remain in the selection process. A score below the standard on any single event will be considered a failing score on the test and the candidate will be removed from the selection process.

Civil Service staff will administer 3 events for the Physical Fitness Assessment:

- o Sit-up (1-minute)
- o Full Body Push-up (1-minute)
- o 1.5 Mile Run (timed)