



MOUNT VERNON POLICE DEPARTMENT LATERAL HIRE

Police Patrol Officer Candidate Application

The Mount Vernon Police Department is dedicated to making communities safer through innovative problem solving and cooperative partnerships.

Mount Vernon Police Department

Lateral Hire

Thank you for your interest in being considered for a lateral hire police patrol officer position with the Mount Vernon Police Department. Our goal is to hire a police force where you can make a difference in the community you serve, Mount Vernon is small enough where you can be a part of cases from start to finish, and busy enough to challenge you, keep you constantly learning, and provide professional fulfillment.

General Description

Under the general supervision of the Patrol Division Commander, or orders from senior officers, Patrol Officers are responsible for maintaining law and order, investigating crimes, and protecting life and property within the City of Mount Vernon, and performing related tasks as required. May be assigned to a detective position to perform investigative functions.

Minimum Requirements for All Police Officer Candidates

- High School Diploma, G.E.D. or equivalent certificate.
- Must be 21 years old.
- Must be a citizen of the United States or have legally declared his/her intention of becoming a citizen.
- Must pass physical examination by licensed physician approved by the Civil Service Commission and background investigation.
- Any combination of experience and education equivalent to completion of the twelfth grade.
- Must be able to understand and carry out instructions.
- Ability to keep records and prepare reports.
- Must have a valid State of Ohio motor vehicle operator' license.
- Ability to write and speak effectively, Ability to develop and maintain effective working relationships with associates, City officials and the general public.
- Ability to meet age and any requirements established by the Civil Service Commission at the time of the examination.
- Must be able to work on shifts; must be able to work outside during periods of inclement weather.
- Must possess, proper certification as a police officer in the state of Ohio (O.P.O.T.A.).
- Meet all other qualifications as specified in the City of Mount Vernon position description for Patrol Officer.

Lateral Hire Police Officer Requirements

Lateral-hire candidates for initial appointment shall be exempt from competitive examination, but shall complete the following requirements prior to selection:

- At the time of application possess and provide for inspection, a current Ohio Peace Officer Training Association (OPOTA) certificate.
- Prior law enforcement experience of no less than two (2) years of full-time (i.e. working not less than thirty-five hours per week) or no less than five (5) years of part-time (i.e. working not less than an average of sixty hours per month in paid status) or the equivalent combination as determined by the Safety Service Director.
- Successfully pass a background investigation that includes, but is not limited to:
 - ✓ Pre-employment Physical (in accordance with OP&F)
 - ✓ Psychological evaluation
 - ✓ Polygraph/CVSA
 - ✓ Drug Screen
- Successfully pass or complete any other criteria established by the Safety-Service Director (in consultation with the Civil Service/Merit Administrator and the Chief of Police).
- A laterally hired officer shall be required to provide written documentation of prior service as a law enforcement/certified peace officer from any and all employers.

Potential candidates not possessing all of the minimum requirements will not be considered for a lateral hire.

Compensation and Benefits:

- Wages: Lateral hires will be placed on the MVPD Patrolman pay scale of the collective bargaining agreement . Placement will depend on years of service, professional qualifications and experience.
- Pay scale is \$25.75-\$28.58 per hour.
- Opportunities for overtime and compensatory time are available.
- Health insurance, Dental, and Prescription plans (which is subsidized substantially by the employer 85%). \$15K Life insurance policy. Voluntary 457 plans.
- Upon hire laterally hired officers shall be granted forty-four (44) hours of vacation that can be used in their first year of employment with Mount Vernon Police Department. At the end of their first year, they shall be granted an additional forty-four (44) hours of vacation. Additionally, laterally hired officers will be
- 12 paid holidays, and we accept sick leave transfers (up to 240 hours) from other public employers in Ohio.

- All uniforms and equipment provided.

The Application Process

<p>Application Period</p>	<p>Applications for lateral hire police patrol officers will be available October 12th, 2021.</p>
<p>Where to find an Application Package</p>	<p>Lateral hire applications are located at:</p> <p>https://mountvernonohio.org/wp-content/uploads/2020/03/Application-for-Employment-2015-12.pdf</p> <p>If you are unable to download the application, please contact Tony Deiuliis, Civil Service Administrator at cvserv@mountvernonohio.org or the Human Resource Department at mperry@mountvernonohio.org.</p>
<p>Returning Application Deadline</p>	<p>Applications must be submitted to the City of Mount Vernon, Civil Service Office no later December 31st, 2021.</p> <p>If mailed, packets must be received by 4:00 PM on December 31st. Applications received after the above date and time will not be considered.</p> <p>The City of Mount Vernon reserves the right to extend this deadline as determined by the Civil Service Administrator.</p> <p>Incomplete applications or all required material not enclosed will be automatically disqualified from employment consideration.</p>
<p>Where to return your Applications</p>	<p>You may submit your candidate application packet in one of two ways:</p> <p>Submit your application packet in person to the Civil Service Office at City Hall, located at 40 Public Square, Mount Vernon, OH 43050.</p> <p>Mail your application packet to the City Mount Vernon, located at 40 Public Square, Mount Vernon, OH 43050. Please address the package envelope "Attn: Civil Service Office."</p> <p>Please note the mailed application package <u>MUST BE RECEIVED</u> by the stated deadline.</p>

Checklist

Please use this checklist to insure you return all required items to the City of Mount Vernon, Civil Service Office (located at 40 Public Square, Mount Vernon, OH 43050).

It is not necessary to return this form. It is solely provided for your convenience.

The deadline for the City of Mount Vernon Civil Service Office to receive your application package is 4:00 PM on December 31st, 2021 (via drop off at the City Hall) or via mail, by 4 PM on December 31st, 2021.

Application packages received after the deadline WILL NOT be accepted.

- ✓ Application
- ✓ Document Certification Form (with attachments – current OPOTA certification, any relevant law enforcement documentation (awards, letters of commendation, training, etc.), a copy of your high school diploma or G.E.D.
- ✓ Resume: to include work history, education, and training.