



City of Madeira

Employment Opportunity



LATERAL FULL TIME POLICE OFFICER **(Must be OPOTA Certified)**

2022 Salary Range - \$72,300.80-\$88,857.60
Starting salary commensurate with experience.

Applications are being accepted for the position of lateral full-time Police Officer with the Madeira Police Department. We are a service-oriented law enforcement agency that embraces the community oriented policing philosophy. Our Police Officers are responsible for the protection of life and property, and the investigation and prevention of crimes and the preservation of peace and order within the City of Madeira. Other duties include: routine patrol, investigation, traffic enforcement, specialized assignments, community engagement, and general calls for service.

MINIMUM REQUIREMENTS

- Must be 21 years of age.
- Must have a high school diploma or GED
- Must have a valid driver's license
- Are currently employed as a full-time Peace Officer as that term is defined in R.C 109.71(A) at a minimum of 35 hours/week and maintain a current Ohio Peace Officers Training Academy (OPOTA) Peace Officer Certification.
- Have a minimum of three (3) years of experience employed as a road patrol officer for an Ohio municipal, state, county, or state university that utilizes a law enforcement agency, or any combination thereof, or an equivalent position as determined by the sole discretion of the Police Chief.
- Background must be free of prior felony convictions and certain misdemeanor convictions.
- Must be physically capable of successfully performing the essential job functions of the Police Officer classification and be free of medical conditions that would preclude one from successfully performing said functions or would pose a direct threat to the health or safety of oneself or others.
- Applicants that have had disciplinary action in the past two (2) years that resulted in suspension or loss of pay will not be considered.

BENEFITS

- Generous vacation and leave policy
- Accrued sick time with another department can be transferred
- Service time can be transferred and will be used for purposes of calculating vacation
- 12-hour work schedule with every other weekend off
- "Kelly Day" awarded every 6 weeks
- Health/Dental/Vision/Life Insurance available
- Paid uniform dry cleaning
- Specialized assignments available (SWAT/Honor Guard/Dive/MFF)
- Longevity Pay
- Generous training opportunities

SELECTION PROCESS

OPOTA certified officers need to submit an application and a resume to the Madeira Police Department before 5:00 p.m. on June 24, 2022. Applications may be obtained at the Madeira Police Department, 7141 Miami Avenue Madeira, Ohio, or download from www.madeiracity.com. Successful candidates must be able to pass an extensive background investigation, a truth verification exam, psychological exam, and medical/physical exam. Questions should be directed via email to Lt. Jay Roy at jroy@madeircity.com or by phone at 513-272-4214.

The City of Madeira is an equal opportunity employer. We strongly encourage diversity in our workplace and do not discriminate based on race/color/religion/sex/national/origin/veteran/disability/age/sexual orientation/gender identity or any other characteristic protected by law.



APPLICATION FOR EMPLOYMENT

7141 Miami Avenue, Cincinnati, Ohio 45243, Phone 513-272-4214

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion, disability, national origin, citizenship, or immigration status. U.S. citizenship is not required to apply for employment with the City of Madeira. Consistent with the Americans with Disabilities Act, applicants may request accommodations needed to participate in the application process.

PERSONAL INFORMATION

Date _____ Email Address _____

Name _____
Last First Middle

Present Address _____
Street City State Zip

Permanent Address _____
Street City State Zip

Phone Number () _____

Are you 18 years of age or older? Yes () No ()

Referred By _____

EMPLOYMENT DESIRED

Position _____ Department _____

Date You Can Start? _____ Salary Desired? _____

Have You Applied to
this City Before? Yes () No () When? _____ What Position? _____

FORMER EMPLOYERS List below your last four employers starting with the last one first.

Date Month & Year	Name and Address of Employer	Salary (upon leaving)	Position	Reason for Leaving
From				
To				
From				
To				
From				
To				
From				
To				

REFERENCES List below three persons not related to you, whom you have known at least one year.

1.	Name	Address	Position	Years Known
2.	Name	Address	Position	Years Known
3.	Name	Address	Position	Years Known

Please provide telephone numbers for the above references:

1. _____ 2. _____ 3. _____

EDUCATION

	Name and Location of School	Last Year Completed	Did You Graduate	Subjects Studied and Degree(s) Received
Grammar School				
High School		Circle 1 2 3 4		
College				
Trade Business or Correspondence				

GENERAL

Subjects of Study or Research

Job Related Skills (Typing, Computer, Driver's License, etc.,)

AUTHORIZATION AND ACKNOWLEDGEMENT

(Please read carefully before signing)

I certify that the facts contained in this application (and accompanying resume, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by the City of Madeira.

I understand filling out this application does not indicate there is a position open and does not obligate the City of Madeira to hire. If hired, I agree to abide by all City of Madeira work rules, policies, and procedures. The City of Madeira retains the right to revise its policies or procedures, in whole or part, at any time.

I understand and agree that any employment may be conditioned upon the successful or satisfactory completion of some, if not all, of the following:

1. An investigation into the statements made on my application and/or resume, my character and general reputation.
2. A background investigation (criminal and financial).
3. A physical agility test.
4. A physical medical examination.
5. A CVSA (truth verification) test.
6. A drug/alcohol test.
7. A Motor Vehicles Records Report to verify insurability under the City of Madeira property and liability insurance policy.

I agree to submit to such investigations, tests, and examinations and authorize the City of Madeira to contact those persons, including, but not limited to, former employers, references, examining doctors or other medical personnel, and testing agents, who the City of Madeira believes to be necessary in conducting such investigations, tests, and examinations.

Further, I authorize any person contacted by the City of Madeira in furtherance of any of the above investigations, tests, or examinations to disclose to the City of Madeira the information requested by the City of Madeira and/or the results of any tests or examinations conducted, without giving me prior notice of such disclosure. In addition, I release from any and all claims, demands, or liabilities arising out of or related to the above listed investigations, tests, or examinations the City of Madeira and any person responding or reporting to the City of Madeira and any person responding to the City of Madeira regarding the information or test results requested by the City of Madeira.

I understand that my employment, or continued employment to the extent permitted by law, is contingent upon the successful or satisfactory completion of such investigations, tests, and examinations. I understand and agree that the determination of what investigation, test, or examination results constitute "successful or satisfactory completion" is within the sole discretion of the City of Madeira.

If you are hired by the City of Madeira, you will be required to attest to your identity and employment eligibility, and to present documents confirming your identity and employment eligibility. You cannot be hired if you cannot comply with these requirements.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be "at will" and without fixed term, and may be terminated at any time, with or without cause and without prior notice, at the option of either myself or the City of Madeira. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the City of Madeira unless made in writing.

Date _____

Signature _____



Madeira Police Department

David A. Schaefer
Chief of Police

AUTHORIZATION FOR THE RELEASE OF INFORMATION

I, _____, **DO HEREBY AUTHORIZE** a review of and full disclosure of all records, or any part thereof, concerning myself, to and by a duly authorized agent of the CITY OF MADEIRA POLICE DEPARTMENT, whether said records are of a public, private, and/or confidential nature.

THE INTENT OF THIS AUTHORIZATION IS TO GIVE MY CONSENT for full and complete disclosure of records including, but not limited to, those held by educational institutions, financial institutions, credit institutions or credit agencies, including records of deposits, withdrawals, and balances of checking and saving accounts and loans, and also the records of commercial retail agencies (including credit reports and/or credit ratings), medical and/or psychiatric treatment and/or consultations, including records held by hospital(s), clinics, private practitioners, and the United States Veteran's Administration, records held by public utility companies, employment and pre-employment records, including the results of background investigation reports and polygraph examination results, efficiency ratings and/or performance evaluations, records of complaints and/or grievances filed by or against me, and salary records: real and filed: records of complaint, arrest, trial and/or convictions for alleged or actual violations of law, including criminal and/or traffic offense records, and records of civil nature made by and/or against me, whether representing me or another person in any case in which I presently am involved or have had an interest.

I REITERATE AND EMPHASIZE THAT THE INTENET OF THIS AUTHORIZATION is to provide full and free access to the background and history of my personal life, **for the specific purpose of pursuing a background investigation**, which may provide pertinent data for the CITY OF MADEIRA POLICE DEPARTMENT to consider in determining my suitability for employment by said Department.

IT IS MY SPECIFIC INTENT TO PROVIDE ACCESS TO PERSONAL INFORMATION, however personal, private, or confidential it may appear to be, and the source(s) of information specifically identified herein.

I UNDERSTAND THAT ANY INFORMATION OBTAINED during the course of the background investigation which is developed directly or indirectly, in whole or in part, upon this *AUTHORIZATION FOR THE RELEASE OF INFORMATION*, will be considered in determining my suitability for employment with the CITY OF MADEIRA POLICE DEPARTMENT.



Madeira Police Department

David A. Schaefer
Chief of Police

AUTHORIZATION FOR THE RELEASE OF INFORMATION

I FURTHER UNDERSTAND that in the event my employment application and/or resume is disapproved, not considered, or otherwise does not result in my appointment to the CITY OF MADEIRA POLICE DEPARTMENT, the source(s) of confidential information **CANNOT AND WILL NOT BE RELEASED AND/OR REVEALED TO ME.**

ADDITIONALLY, I AGREE TO IDEMNIFY AND HOLD HARMLESS the person(s) to whom the *AUTHORIZATION FOR THE RELEASE OF INFORMATION* is presented and his/her agents and employees, from and against all claims, damages losses and expenses, including reasonable attorney's fees, arising out of, or by reason(s) for complying with the request for information that this *AUTHORIZATION* provides.

LASTLY, IT IS FURTHER UNDERSTOOD BY ME THAT A PHOTOCOPY, including a facsimile (or FAX) copy of the actual original of this *AUTHORIZATION FOR THE RELEASE OF INFORMATION* will be valid as an original hereof, even though the said photocopy or facsimile does not contain an original writing of my signature.

(Signature of Applicant)

(Date)

(Witness)

NOTARY ACKNOWLEDGEMENT

STATE OF _____

COUNTY OF _____

Personally appeared before me, _____, with whom I am personally acquainted and who acknowledged that he/she executed the within instrument for the purposes herein contained.

Witness my hand this _____ day of _____, 20 ____.



Madeira Police Department

David A. Schaefer
Chief of Police

APPLICANT CHECKLIST

Applicants must submit the following information, at the time of application, in order to apply for the open Lateral Police Officer position with the City of Madeira.

- Department Application
- Resume
- Copy of Driver's License
- Copy of Ohio Peace Officers Training Academy (OPOTA) Peace Officer Certification
- Background Release Form
- Copy of DD-214 (if applicable)
- Copy of College Degree (if applicable)