

City of Franklin Police Officer



If you understand our priority to put our community first by delivering quality public service, and operating with the highest level of responsibility and ethics, while innovating for the future, this is the right opportunity for you!

Compensation & Benefits

Pay Rate: \$25.81 - \$35.09 / Hour. In addition to the hourly rate, the City of Franklin offers a competitive benefits package including 10% Pension pickup, retirement benefits, health, dental, optical and life insurance, generous paid time off, take home car program and a favorable tattoo/beard policy.

Application Deadline: February 1, 2023, by 3:59 PM. Applications available at the City Building, 1 Benjamin Franklin Way, Franklin, Ohio or on the City's website. Submit applications at the City Building or to Cindi Chibis at cchibis@franklinohio.org

All applicants for the position of lateral Police Officer for the Franklin Division of Police must be commissioned Ohio Peace Officer with at least 2 years of full-time experience as a Police Officer. Candidates must also be at least 21 years of age; High School Diploma or GED; and must possess a valid Ohio Driver's License.

The selection process will consist of qualifications review worth 10% percent of the overall selection process. The oral interview will be 90% of the overall score. The minimum score for this process is 70%.

- Two years of full-time experience as a Police Officer is 70 points.
- Additional years of service over two years is two points per additional year.
- Veteran credit is five points
- Associates degree is two points, bachelor's degree is four points, and master's degree is six points (Education points not to exceed a total of six points).

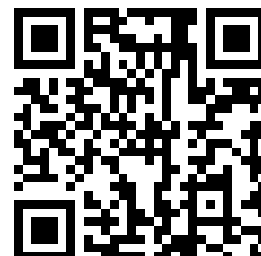
*** Max score is 100 points***

The cumulative score will be certified by the Civil Service Commission who will then provide the Police Division with the top ten applicants for selection.

Ready to get started?

Click here for more information:

www.FranklinOhio.org/Jobs



CITY OF FRANKLIN

An Equal Opportunity Employer
POSITION DESCRIPTION

Page 1 of 3

Position Number:	Name:
Class Number:	Class Title: Police Officer

Civil Service Status: Classified	Dept./Div: Police
Employment Status: Full-time	Reports To: Shift Commander
FLSA Status: Non-exempt	Supervises: Junior Officers
Pay:	

QUALIFICATIONS: (An example of acceptable qualifications)

High school diploma or equivalent; must pass civil service exam; must pass criminal history check.

LICENSURE OR CERTIFICATION REQUIREMENTS:

Valid Ohio driver's license; current Ohio Peace Officer Training Certificate; must meet the requirements to be bonded.

MINIMUM ACCEPTABLE CHARACTERISTICS: (* Indicates developed after employment)

Knowledge of: two-way radio operations; safety practices and procedures; department goals and objectives; department policies and procedures; investigation techniques; arrest procedures; law enforcement procedures and methods; traffic control; techniques of collection and preservation of evidence; federal, state, and local laws; law enforcement administration; surveillance techniques; security practices and procedures; interpersonal relations; public relations; civil rights.

Skill in: computer operation; motor vehicle operation; operation and care of firearms; use of restraint devices.

Ability to: carry out detailed but basic written or oral instructions; deal with many variables and determine specific action; recognize unusual or threatening conditions and take appropriate action; apply management principles to solve agency problems; define problems, collect data, establish facts, and draw valid conclusions; exercise independent judgement and discretion; understand, interpret, and apply laws, rules or regulations to specific situations; complete routine forms; prepare accurate documentation; compile and prepare reports; communicate effectively; develop and maintain effective working relationships; demonstrate physical endurance; subdue and/or restrain suspects.

Date Adopted: 8-18-03
Date Revised:

Developed by:
Clemans, Nelson & Associates, Inc.
Columbus, OH 43235

012000mcCI
pdfrank.police officer.

CITY OF FRANKLIN

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POSITION DESCRIPTION

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Position Number:

Name: Police Officer

ESSENTIAL FUNCTIONS OF THE POSITION: (For purposes of 42 USC 12101)

(1) Enforces the laws and ordinances of the City and all other pertinent laws; patrols assigned area; investigates suspicious conditions and complaints, and arrests persons who violate laws and ordinances; answers criminal complaints and takes necessary corrective action; conducts investigations of juvenile offenders.

(2) Accompanies prisoners to jail and headquarters and appears in court as arresting officer; attends fires or accidents, gives all possible assistance, and prepares necessary reports; gives advice on laws, ordinances, and general information to the public; follows the Chain of Command.

(3) Meets all job safety requirements and all applicable OSHA safety standards that pertain to essential functions.

(4) Demonstrates regular and predictable attendance.

OTHER DUTIES AND RESPONSIBILITIES:

(5) Performs civic functions by providing public education and crime prevention through various programs.

(6) Performs other duties as required.

EQUIPMENT OPERATED: (The following are examples only and are not intended to be all inclusive)

Radio, radar/laser, computer, breathalyzer, camera/video equipment, firearms, first aid devices, patrol car, handcuffs, baton, chemical and other non-lethal weapons.

INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS: (For purposes of O.R.C. 4167)

Work conditions vary by shift. The majority of tasks are performed outside while working from a police cruiser. Few tasks require heavy lifting, pushing, pulling, or carrying heavy loads. Flexibility is important because of the need frequently to enter and exit vehicles, inspect buildings, climb over and around obstacles, suddenly move out of the way of danger, etc. Mental alertness is very important because of the need to make fine discriminations and decisions concerning subtle cues of impending danger or to discover inconsistencies in witnesses' or suspects' testimonies, etc.

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Position Number:

Name: Police Officer

Physical and mental demands may change dramatically within a few seconds and tax the maximum of human endurance. Therefore, incumbents must maintain a physical and mental state of fitness and readiness that will enable them to handle (with minimal force and often without backup) recurrent contacts and involvements with dangerous and potentially dangerous people, animals and equipment. The employee may be potentially exposed to human blood or other body substances.

This position description in no manner states or implies that these are the only duties and responsibilities to be performed by the position incumbent. My (employee) signature below signifies that I have reviewed and understand the contents of my position description.

(Approval of Appointing Authority)

(Date)

(Employee Signature)

(Date)

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CITY OF FRANKLIN, OHIO APPLICATION FOR EMPLOYMENT

PLEASE TYPE OR PRINT RESPONSES TO ALL OF THE QUESTIONS CONTAINED ON THE ENTIRE APPLICATION FORM

PERSONAL INFORMATION

POSITION SOUGHT: _____

NAME: _____
Last First Middle Initial

HOME ADDRESS: _____ COUNTY: _____

CITY/STATE/ZIP: _____

HOME OR CELL PHONE: _____

E-MAIL ADDRESS: _____

ARE YOU 18 YEARS OF AGE OR OLDER? YES: ____ NO: ____
(IF YOU ARE UNDER 16, A WORK PERMIT IS REQUIRED.)

ARE YOU 21 YEARS OF AGE OR OLDER? YES: ____ NO: ____

DO YOU HAVE ANY COMMITMENTS (I.E., SECOND JOB, SCHOOL, ETC.) WHICH MIGHT INTERFERE WITH, OR ADVERSELY AFFECT, YOUR EMPLOYMENT SHOULD WE SELECT YOU FOR A POSITION?
YES: ____ NO: ____

If yes, please explain:

DO YOU POSSESS A VALID DRIVER'S LICENSE? YES: ____ NO: ____

If no, can you obtain one before accepting employment? YES: ____ NO: ____

ARE YOU ELIGIBLE TO WORK IN THE UNITED STATES? YES: ____ NO: ____

ARE YOU A RESIDENT OF OHIO? YES: ____ NO: ____

If not, are you willing to become a resident upon employment? YES: ____ NO: ____

ARE YOU APPLYING IN RESPONSE TO AN ADVERTISEMENT? YES: ____ NO: ____

If yes, where did you see the job advertised:



CITY OF FRANKLIN, OHIO APPLICATION FOR EMPLOYMENT

EMPLOYMENT HISTORY AND WORK EXPERIENCE

IN THIS SECTION, LIST ALL EMPLOYMENT HISTORY AND WORK EXPERIENCE IN DATE ORDER, INCLUDING MILITARY EXPERIENCE. BEGIN WITH YOUR CURRENT EMPLOYER. USE ADDITIONAL PAPER IF NECESSARY. FAILURE TO INCLUDE ALL EMPLOYMENT MAY BE GROUNDS FOR DISQUALIFICATION.

CURRENT EMPLOYER: _____
 (Enter "None" if unemployed)

MAY WE CONTACT YOUR CURRENT EMPLOYER? YES: ____ NO: ____

ADDRESS: _____

PHONE NUMBER: _____

DATES EMPLOYED: _____ TO _____

JOB TITLE: _____

SUPERVISOR'S NAME: _____

BEGINNING SALARY: _____ PER _____ CURRENT SALARY: _____ PER _____

DESCRIBE YOUR DUTIES, RESPONSIBILITIES, EQUIPMENT OPERATED, PROMOTIONS, ETC.:

WHY ARE YOU CONSIDERING LEAVING? _____

PREVIOUS EMPLOYER: _____

ADDRESS: _____

PHONE NUMBER: _____

DATES EMPLOYED: _____ TO: _____

JOB TITLE: _____

SUPERVISOR'S NAME: _____

BEGINNING SALARY: _____ PER _____ CURRENT SALARY: _____ PER _____

DESCRIBE YOUR DUTIES, RESPONSIBILITIES, EQUIPMENT OPERATED, PROMOTIONS, ETC.:

WHY DID YOU LEAVE? _____



CITY OF FRANKLIN, OHIO APPLICATION FOR EMPLOYMENT

PREVIOUS EMPLOYER: _____
ADDRESS: _____
PHONE NUMBER: _____
DATES EMPLOYED: _____ TO: _____
JOB TITLE: _____
SUPERVISOR'S NAME: _____
BEGINNING SALARY: _____ PER _____ CURRENT SALARY: _____ PER _____
DESCRIBE YOUR DUTIES, RESPONSIBILITIES, EQUIPMENT OPERATED, PROMOTIONS, ETC.:

WHY DID YOU LEAVE? _____

PREVIOUS EMPLOYER: _____
ADDRESS: _____
PHONE NUMBER: _____
DATES EMPLOYED: _____ TO: _____
JOB TITLE: _____
SUPERVISOR'S NAME: _____
BEGINNING SALARY: _____ PER _____ CURRENT SALARY: _____ PER _____
DESCRIBE YOUR DUTIES, RESPONSIBILITIES, EQUIPMENT OPERATED, PROMOTIONS, ETC.:

WHY DID YOU LEAVE? _____

MILITARY SERVICE

BRANCH: _____ FROM: _____ TO: _____
RANK AT DISCHARGE: _____ TYPE OF DISCHARGE: _____
IF OTHER THAN HONORABLE, PLEASE EXPLAIN: _____



CITY OF FRANKLIN, OHIO APPLICATION FOR EMPLOYMENT

EDUCATION AND TRAINING

THIS SECTION IS INTENDED TO GIVE THE EMPLOYER INFORMATION ABOUT THE EDUCATION AND TRAINING THAT THE APPLICANT HAS COMPLETED, AND TO DEMONSTRATE THE SKILLS, KNOWLEDGE, AND ABILITIES OF THE APPLICANT TO PERFORM THE JOB DUTIES OF THE POSITION.

HIGH SCHOOL ATTENDED: _____
ADDRESS: _____
DID YOU GRADUATE? _____ HIGH SCHOOL EQUIVALENT? _____
COURSES PERTAINING TO JOB APPLIED FOR: _____

ACTIVITIES, AWARDS, SPORTS, ETC.: _____

COLLEGE OR TRADE SCHOOL ATTENDED: _____
ADDRESS: _____
DATES OF ATTENDANCE: _____ TO: _____
DID YOU GRADUATE? _____ DEGREE: _____
COURSES PERTAINING TO JOB APPLIED FOR: _____

ACTIVITIES, AWARDS, SPORTS, ETC.: _____

GRADUATE SCHOOL(S) ATTENDED: _____
ADDRESS: _____
DATES OF ATTENDANCE: _____ TO: _____
DID YOU GRADUATE? _____ DEGREE: _____
COURSES PERTAINING TO JOB APPLIED FOR: _____

ACTIVITIES, AWARDS, SPORTS, ETC.: _____



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PLEASE USE THE FOLLOWING SPACE TO PROVIDE ANY FURTHER INFORMATION ON TRAINING, EDUCATION, SKILLS, ABILITIES, HOBBIES, VOLUNTEER WORK, ETC., THAT YOU POSSESS OR HAVE EXPERIENCED THAT MAY BE HELPFUL IN THE EVALUATION OF YOUR APPLICATION.

REFERENCES

PLEASE LIST THREE (3) REFERENCES WHO ARE NOT RELATED TO YOU THAT YOU HAVE KNOWN AT LEAST ONE (1) YEAR:

1. NAME: _____

PHONE: _____ ADDRESS: _____

2. NAME: _____

PHONE: _____ ADDRESS: _____

3. NAME: _____

PHONE: _____ ADDRESS: _____

The City of Franklin is an Equal Opportunity Employer. It must ensure that no applicant for employment or employee of the City is denied equal opportunity because of race, color, religion, sex, gender identity, sexual orientation, pregnancy, status as a parent, national origin, age, disability (physical or mental), family medical history or genetic information, political affiliation, military service, or other non-merit based factors. These protections extend to all management practices and decisions, including recruitment and hiring practices, appraisal systems, promotions, training, and career development programs. The City of Franklin will continue to provide reasonable accommodations to employees and applicants with disabilities, and for religious observances and practices.

CONSENT TO CONDUCT BACKGROUND INVESTIGATION AND RELEASE

I _____ hereby permit the City of Franklin, Ohio to conduct a background investigation concerning matters related to my application for employment. As a result of this background investigation, I understand that the City of Franklin, Ohio will be seeking information from my current employer, if employed, prior employers, and other individuals that I may not have disclosed. By signing this release, I hereby consent to all current employers, prior employers and educational institutions to provide necessary information to this employer during the background investigation. I hereby release, hold harmless, and agree not to sue or file any claim of any kind against any current employer, former employer and educational institution, their respective officials, officers, employees, and agents, who in good-faith furnish the City of Franklin oral or written reference information as requested by this employer to complete its background investigation.



CITY OF FRANKLIN, OHIO APPLICATION FOR EMPLOYMENT

A photocopy, facsimile or pdf scan of this form that shows my signature is valid as an original.

Dated this _____ day of _____, 20__.

Witness _____ Applicant _____

PLEASE READ EACH OF THE FOLLOWING PARAGRAPHS CAREFULLY. INDICATE YOUR UNDERSTANDING OF, AND CONSENT TO, THE CONTENTS AND CONDITIONS OF EACH PARAGRAPH BY PLACING YOUR INITIALS AT THE END OF EACH PARAGRAPH. IF YOU HAVE ANY QUESTIONS REGARDING THESE PARAGRAPHS, CONTACT THE EMPLOYER BEFORE INITIALING THE PARAGRAPH.

1. I understand and accept that, if I am selected for employment, my employment may be conditioned upon my passing any medical examination that the employer deems necessary to determine whether I can physically perform the essential functions of the position, with reasonable accommodation when necessary. I understand and accept that this may include drug, alcohol and substance abuse testing.
Initials: _____
2. If employed, I understand and accept that, depending on the position for which I am making application, I may be required to work evening shifts or night shifts, including weekends, may be required to be on call, and may be required to work mandatory overtime hours.
Initials: _____
3. I understand and accept that if any information required in this application is found to be falsified or intentionally excluded, my application may be disqualified from further consideration. I further understand and accept that if I am employed by the employer, I may be subject to disciplinary action, including termination, if any information required by this application has been falsified or intentionally excluded.
Initials: _____
4. I understand and accept that the employer requires a high degree of integrity and confidentiality of its employees. I also understand and accept that the various law enforcement and informational agencies that exchange information and data with the employer require that the employer's employees who have access to that information and data do not have a past record of criminal or unlawful activities. Therefore, I understand and accept that, depending on the position for which I am making application it may be necessary for the employer to investigate my background for any criminal or unlawful activity.
Initials: _____
5. I hereby authorize the employers, schools and personal references named in this application to provide information regarding me to the employer. I further authorize the release of personnel, academic and other records to the employer.
Initials: _____

I SOLEMNLY SWEAR OR AFIRM THAT ALL OF THE INFORMATION FURNISHED IN THIS EMPLOYMENT APPLICATION IS TRUE, ACCURATE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED IN THIS APPLICATION. I UNDERSTAND THAT ANY MISREPRESENTATION OR FALSIFICATION OF THE INFORMATION PROVIDED MAY LEAD TO WITHDRAWAL OF AN EMPLOYMENT OFFER OR TERMINATION FOLLOWING EMPLOYMENT.

(Applicant's Signature)

(Date)