

Niles Civil Service Commission

NOTICE

The Niles Civil Service Commission will be conducting an **ORAL ASSESSMENT BOARD EXAMINATION** for the position of **ENTRY LEVEL POLICE OFFICER** with the Niles Police Department on **Wednesday, October 11, 2023** in the Roll Call Room at the Safety Service Complex, 15 East State St. Niles, OH. Time slots will be assigned starting at 4:00 PM after applications are received.

Applicants must be 21 years of age. Applications may be obtained beginning September 18 on the City's website at www.thecityofniles.com. The application must be completed and a Copy of Driver's License, any Military, College Degree, OPOTA, or Work Experience Papers must be attached to the application and then submitted. A non-refundable fee of \$25.00 (check or money order to "Niles Civil Service") must be in an envelope with Civil Service written on the front and inserted into the drop off box on the side of the City Building located on Franklin Alley. Applications, all paperwork, payment and copy of driver's license must be returned, no later than 11:00 a.m., Thursday, September 28 to be eligible to take the test.

BONUS POINTS: Subject to a maximum bonus point award of 20% to any applicant who has obtained a passing score on the examination, Bonus Points may be awarded as follows: **(a) Military Credit:** Only those applicants who have been members of the Armed Forces of the United States and who have been honorably discharged from the uniform services and completed more than one hundred eighty days of active duty service therefrom or transferred to the Reserves with evidence of satisfactory service may be eligible to receive an additional 20% of his/her examination grade provided a passing score is obtained. Those applicants who are members of the Ohio National Guard shall not receive credit unless they have been utilized in a military capacity due to Federal activation and recognition. Issuance of military credit will be contingent on the applicant submitting proof of such satisfactory service and/or honorable discharge. This proof shall be certified by submitting a copy of Form DD-214 Member 4 Form and/or DD-256 with the examination application. **PROOF OF SATISFACTORY SERVICE OR HONORABLE DISCHARGE MUST BE SUBMITTED AT THE TIME THE APPLICATION IS FILED;** **(b) Educational Bonus:** Bonus points in the amount of 10% for a bachelor's degree or 5% for an associate degree from a college, university, junior or community college or other similar institution accredited by the North Central Association of Colleges and Secondary Schools will be given to applicants who obtain a passing score on the examination. The degree must be in a criminal justice related field. If an applicant has more than one such degree, only one bonus will be awarded for the highest degree obtained. A COPY OF THE ACCREDITED INSTITUTION'S TRANSCRIPT AND / Or A copy of the Degree MUST BE SUBMITTED AT THE TIME THE APPLICATION IS FILED IN ORDER TO OBTAIN THE BONUS POINTS; **(c) OPOTA Certification Bonus:** Bonus points in the amount of 5% will be given to applicants who obtain a passing score on the examination. **PROOF OF THE CERTIFICATION MUST BE SUBMITTED AT THE TIME THE APPLICATION IS FILED.** **(d) Work Experience Bonus:** Bonus points in the amount of 1% per year of full-time service as a full-time police officer (maximum-10%) will be given to applicants who obtain a passing score on the examination. "Year of full-time service" shall be determined by proof that the applicant was employed 2,080 hours in a calendar year by a political subdivision. **PROOF OF THE FULL TIME SERVICE MUST BE SUBMITTED AT THE TIME THE APPLICATION IS FILED.**

Upon passage of the Oral Assessment portion of the exam all candidates must successfully submit an agility certificate from Cuyahoga Community College or Youngstown State University within 40 days of the written exam date. The agility requirement shall be waived for candidates with a Cuyahoga Community College Agility Certificate, a Youngstown State University Agility Certificate and for OPOTA certificate holders or police academy graduates. You can contact Mr. Edward Villone, the Police Academy Commander at Youngstown State University at 330-941-7255 or Tri-C at 216-987-5429.

All applicants must provide a valid driver's license the night of the examination. Applicants considered for employment will be required to comply with additional hiring policies of the City of Niles.

To be published Tuesday, September 12, 2023, and Tuesday, September 19, 2023.