

CIVIL SERVICE TEST FOR POLICE OFFICER ELIGIBILITY LIST

CITY OF HILLSBORO POLICE DEPARTMENT

Public Notice is hereby given by the Civil Service Commission of Hillsboro, Ohio, of an open, competitive examination to establish an eligibility list for the position of police officer at the City of Hillsboro Police Department.

APPLICATION

Applications must be made on regular application forms obtainable at the City of Hillsboro Administration Office, 130 North High Street, Hillsboro, OH 45133 or by visiting <http://www.hillsboroohio.net>. Applications will be received for entrance to this examination Monday through Friday from 8:00 am to 4:00 p.m. Applications will be accepted until 4:00 p.m. on October 21, 2020. No other form will be accepted. There is a non-refundable fee of \$20.00 which will be payable at the date of the examination.

EXAMINATION DATE & LOCATION

The written test for police officer will be held at the Hillsboro Church of Christ – Old Fellowship Hall located at 155 West Walnut Street, Hillsboro, Ohio 45133. The test will be held on Saturday, October 24, 2020 at 9:00 a.m.

WRITTEN TEST

This examination will consist of a test of general knowledge and may be supplemented by an aptitude test designed to measure an applicant's ability to perform required tasks. A study guide is available at the Hillsboro Police Department. A practice test and an online copy of the study guide can be found at <http://www.stanard.com/for-candidates>. A passing grade is 70 points. Credit for military service will only be factored in with a passing grade. Credit applied will be 20%.

POLYGRAPH EXAMINATION

Only those applicants who receive a passing grade and are in contention for appointment will be given a polygraph examination, which will be administered by examiners designated with an accredited Polygraph Examiner. Eligibility list candidates will be notified to report for the polygraph examination when directed to do so as part of the interview process.

MEDICAL EXAMINATION

Only those applicants who receive a passing grade and are in contention for appointment will be given a medical examination which will be administered by medical examiners designated by the Civil Service Commission. Eligibility list candidates will be notified to report for the medical examinations when directed to do so as part of the interview process.

MINIMUM QUALIFICATIONS FOR ENTRANCE TO THE EXAMINATION

Applicants must have been a resident of the State of Ohio immediately preceding the date of the application. Applicants must also be an OPOTC certified peace officer.

ATTACHMENT TO APPLICATION

The following must be included with the application:

- Medical History required on application form
- Veterans must submit DD214
- High school diploma, GED certificate, or equivalent
- Valid Ohio Driver's license
- Birth Certificate
- Applicants who have not reached their twenty-first birthday on or before the date of the examination will not be permitted to take the test
- Ohio Peace Officer Training Certification

Bring the above listed information to the City of Hillsboro Administration Building when you return your application.

Additional information can be found at <http://www.hillsboroohio.net>. The City of Hillsboro is an equal opportunity provider, employer, and lender.