

**WESTLAKE CIVIL SERVICE COMMISSION ANNOUNCES EXAMINATION FOR  
ENTRY LEVEL PATROL OFFICER**

DATE: March 3, 2012 - 9:00 a.m.  
**ABSOLUTELY NO ONE WILL BE ADMITTED AFTER 9:00 A.M. – bring photo ID**

SITE: Westlake High School Cafeteria  
27830 Hilliard Boulevard  
Westlake, Ohio 44145

SALARY: \$59,246.00 annually

**AGE REQUIREMENTS:**

No person shall be eligible for an original appointment unless he/she has attained the age of twenty-one (21) years of age. No person shall be eligible to receive an original appointment as a police officer on or after his/her thirty-sixth (36th) birthday unless such person has, in the opinion of the Police Chief, commensurate law enforcement officer experience in which case the maximum age limitation shall be increased in direct proportion to the commensurate experience except that in no event shall anyone be eligible to receive an original appointment as a police officer on and after his/her fortieth (40) birthday.

**REQUIREMENTS:**

Must be a U.S. citizen. Copy of valid driver's license and high school diploma or GED equivalent **MUST** accompany application. **CLERK WILL NOT MAKE COPIES FOR THE APPLICANTS.** Only applicants passing the written examination will qualify for further stages of the testing process. Those stages being a mandatory Basic Peace Officer Training requirements and certifications, polygraph test, medical exam, background investigation and psychological profile evaluation. All applicants will be required to be fingerprinted prior to sitting for the examination.

**CONDITION OF EMPLOYMENT:**

Must sign an agreement that you will not smoke on or off duty during employment with the City and sign a Code of Ethics.

**APPLICATION:**

Applications may be secured at Westlake City Hall, 27700 Hilliard Boulevard, Westlake, Ohio between 8:00 a.m. and 5:00 p.m. Monday through Friday February 6, 2012 through Thursday, February 16, 2012.

**FILING FEE:**

\$35.00 non-refundable filing fee **MUST** accompany application in the form of certified check or money order, payable to the City of Westlake. **NO CASH OR PERSONAL CHECKS.**

**ADDITIONAL CREDIT:**

Given to applicants obtaining passing score on written examination. Credit given for military service (1% for each year up to 5% of your grade). Attach Form DD214 to application, will not be accepted if not given with application.

**DEADLINE FOR APPLICATION:**

Completed applications may be returned no sooner than Friday, February 17, 2012 between 8:00 a.m. & 11:30 a.m. or between 1:00 p.m. & 5:00 p.m. and Tuesday, February 21 and thereafter through Friday, February 24, 2012 between 8:00 a.m. & 11:30 a.m. or between 1:00 p.m. & 5:00 p.m. at Westlake City Hall. **ALL APPLICATIONS MUST BE RETURNED IN PERSON. ONLY THE FIRST 200 COMPLETE APPLICATIONS WILL BE ACCEPTED FOR TESTING. NO APPLICATIONS WILL BE ACCEPTED AFTER 5:00 P.M. ON FRIDAY, FEBRUARY 24, 2012.**

**ADA ACCOMMODATIONS:**

Applicants needing an accommodation to take the written test due to a disability **MUST** directly notify the Commission Clerk in writing at the time of submittal of the application.

BY ORDER OF  
THE WESTLAKE CIVIL SERVICE COMMISSION, S. PRESLEY, CHAIRMAN\Equal Opportunity Employer

**ENTRY LEVEL PATROL OFFICER**  
**(Please see legal advertisement**  
**for additional details)**

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**AGILITY TEST:**

By the date of appointment, candidates must successfully pass the police physical agility test and produce a valid certificate indicating a passing score. The test is administered through the Western Campus of the Cuyahoga Community College (CCC). Cost of the test is \$60.00. To register for the test, preparatory course or for other information related to the examination, please call Carrie Havens at (216) 987-3033.

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