

Part-Time Police Officer

The City of Willoughby Hills is accepting applications for the position of part-time police officer. Applicants must be able to work all shifts for this 24/7 operation including holidays and weekends. Officers currently work 12 hour shifts. Must be able to prioritize and multi-task in a fast-paced, high-stress environment. Attractive salary and benefit package to include a uniform allowance and overtime for holidays worked. Salary Range \$16.97 – 24.94 per hour. Successful candidates must pass an oral interview, extensive background investigation, truth verification exam, physical exam and drug screen.

Qualifications:

High school diploma or equivalent; current Ohio Peace Officer Training Academy Certification; must be a citizen of the United States of America and at least 21 years of age at time of appointment. Must possess a valid Ohio Driver License with an acceptable driving record. Must have a credible personal background free of any felony or misdemeanor criminal activity or arrests. Must meet annual state and department qualification standards for firearm use and possession. Must be able to work rotating shifts as assigned. Any combination of training and experience that indicates possession of the knowledge, skills, and abilities identified within the position description.

Job Responsibilities:

Under general supervision, the police officer alertly and proactively patrols an assigned area of the City, prevents the commission of crimes, conducts preliminary investigations, proactively enforces laws and ordinances, maintains law and order, makes arrests, writes citations, testifies in court, uses electronic equipment, computers and law enforcement software systems, completes assigned training to maintain state certifications, and performs related work and duties as assigned or required.

The job description and applications are available at www.cityofwilloughbyhills-oh.gov, the Willoughby Hills Police Department, 35405 Chardon Road, Willoughby Hills, Ohio, or by request at police@willoughbyhills-oh.gov.

This position description is not intended to be a complete list of all responsibilities, duties, or skills required for the job and is subject to review and change at any time, with notice, in accordance with the needs of the City. Since no position description can detail all the duties and responsibilities that may be required from time to time in the performance of a job, duties and responsibilities that may be inherent in a job, reasonably required for its performance, or required due to the changing nature of the job shall also be considered part of the job holder's responsibilities.

The City of Willoughby Hills does not unlawfully discriminate on the basis of color, national origin, sex, religion, veteran status, age, or disability in employment.