

*"Being There When Needed"*

## MISSION STATEMENT

The Westerville Division of Police mission is to maintain a safe environment for our citizens to live, work and play and to do so by providing proactive and reactive services in keeping with a community policing philosophy. These services are to be performed in an efficient and effective manner with pride, integrity and professionalism while assuring that each person's constitutional rights are protected.

Employee involvement in the Division is a vital part of continuous improvement. Each employee, while performing his/her part of the mission, is to strive to be there for each citizen when there is a need, no matter how big or small.

Westerville Division of Police  
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# *Reserve Patrol Officer Applicant Information*

*Westerville  
Division of Police*

# RESERVE PATROL OFFICER APPLICANT INFORMATION

Applicants must include with the application, copies of the following:

- Valid motor vehicle operator's license,
- Ohio Peace Officer Training Certificate
- High school diploma
- Birth certificate
- Social security card

The application will not be accepted without these items.

## **APPLICATIONS CAN BE FOUND ON-LINE AT**

[www.westerville.org](http://www.westerville.org)

## **EQUAL OPPORTUNITY EMPLOYER**

The City of Westerville does not make personnel decisions upon race, color, religion, sex, national origin, age, or in a non-job related situation, any physical handicaps or other no-job related criteria

## **JOB DESCRIPTION**

Under immediate direction, protects lives and property within the City of Westerville, patrols assigned areas, maintains law and order; investigates complaints; performs related tasks as required and assists in major public events, or as directed by the Patrol Operations Bureau.

## **SALARY**

None. This is a voluntary position. Officers are reimbursed \$800 annually for uniform and equipment expenses. Officers are covered by the city liability insurance and special Worker's Compensations insurance policy that reverts to their full-time employment benefits. They also receive an Accidental Death/Disability insurance policy. Special Duty is optional, with prior approval of the Operations Bureau Lieutenant, and is based on the current hourly rate. Range and fitness center privileges apply.

## **JOB REQUIREMENTS**

- Completion of secondary education
- Completion of Ohio Peace Officer Training Academy, or an approved Peace Officer Academy, prior to appointment
- Be in excellent health, being able to work under stressful conditions
- Be a U. S. Citizen and at least twenty-one (21) years of age
- Possess a valid motor vehicle operator's license without excessive violations
- Provide own uniform; Departmental firearm is supplied
- Both eyes must have corrected vision to 20/20 and no color blindness

Reserve officers are subject to the same Rules and Regulations as a full-time officer. After basic training, officers are required to donate a minimum of 16 hours of service per month to the police division. Monthly attendance at Reserve meetings is mandatory, unless excused by Reserve Command Staff.

## **FINAL SELECTION PROCESS**

The final selection process will include the following tests:

1. Oral Interview
2. C.V.S.A.
3. Background Investigation
4. Physical Examination
5. Physical Agility Test

## **DISQUALIFICATION**

Prospective applicants may be disqualified from additional consideration for any of the following reasons:

1. Failure to appear for any scheduled examination or interview
2. Narcotic or drug possession unless prescribed by a physician
3. Any criminal convictions
4. Excessive traffic violations
5. Falsification of any records, reports or applications
6. Poor military records
7. Poor employment records
8. Poor credit history
9. Association with known or suspected criminals
10. Compensation fraud such as welfare or worker's compensation