



THE CITY OF SHEFFIELD LAKE, OHIO



IS NOW HIRING PART-TIME DISPATCHERS AND PATROLMAN

The Sheffield Lake Police Department is accepting applications for the position of part-time Dispatchers and Patrolman. Applications can be picked up at the Sheffield Lake Police Department, 609 Harris Rd, Sheffield Lake, Ohio, 44054.

Dispatcher Job Summary: Dispatchers operate communication systems utilizing radio, telephone and computer equipment to receive 911 emergency and routine calls requesting Police services. These individuals prioritize emergency calls under direction to ensure that calls of a more urgent nature receive priority over other calls; maintain records of activities in response to service requests; and provide information to the public. Perform related work as required.

Patrolman Job Summary: Patrol Officers are responsible for ensuring the safety and security of the citizens of Sheffield Lake. They are required to respond to calls for service, patrol city streets, complete reports, and enforce city and state laws under the direction of the officer in charge of their shift.

An application packet can also be obtained by visiting:

<https://www.sheffieldlake.net/wp-content/uploads/2010/03/Employment-application.pdf>

ELIGIBILITY REQUIREMENTS:

- United States Citizen
- High School Diploma or Equivalent
- Possess a valid driver's license
- Pass a comprehensive background check
- Ability to work rotating shifts (NOTE: Working on holidays and rotating days off are standard and required for these positions)
- Individual Applying for the position of Part-time Patrolman will be required to possess a current OPOTA Certification and have verifiable experience working as a Police Officer.
- Experience is preferred for individuals applying for the position of Part-time Dispatcher.

BENEFITS INCLUDE:

- Yearly uniform allowance
- Access to fitness center on site
- **Compensation for part-time Dispatchers**
- Training through 1000 hours worked 65% of top full-time Dispatcher rate
- 1,001 to 3,000 hours worked 80% of top full-time Dispatcher rate
- 3,001 hours worked and above 90% of top full-time dispatcher rate
- Full-time Dispatcher top rate \$21.60/hr (As of 2019 Contract)
- **Compensation for part-time Patrolman**
- Training through 1000 hours worked 65% of top full-time Patrol Officer rate
- 1,001 to 3,000 hours worked 80% of top full-time Patrol Officer rate
- 3,001 hours worked and above 90% of top full-time Patrol Officer rate
- Full-time Patrol Officer top rate \$27.10/hr (As of 2019 Contract)

Sheffield Lake Police Department – 609 Harris Rd.

Sheffield Lake, OH, 44054 – (440)-949-7131

The City of Sheffield Lake is an equal opportunity employer