

CITY OF MACEDONIA, OHIO
CIVIL SERVICE COMPETITIVE EXAMINATION
FULL-TIME POLICE & FIRE DISPATCH

Accrued time transfers for laterals with Police & Fire dispatch experience

PLEASE READ CAREFULLY

Applications Available:

Macedonia City Center, 9691 Valley View Road & City's website:

<https://www.macedonia.oh.us/departments/human-resources>

MUST SUBMIT COMPLETED CIVIL SERVICE APPLICATION (not the general employment application)

Open Period for Accepting Applications:

Completed Civil Service applications accepted via e-mail, mail, or hand-delivery no sooner than Thursday, January 23, 2025 through Friday, February 28, 2025. No application will be accepted after 3:00pm on February 28, 2025. Falsification of any part of an application will result in immediate disqualification. Completed applications, whether e-mailed, mailed, or hand-delivered by applicant or applicant's representative must be received not later than 3:00pm, on Friday, February 28, 2025. E-mail applications to jhoover@macedonia.oh.us

Duties: Operating radio, answering and transmitting emergency (911) and non-emergency calls for Macedonia and several other communities for police, fire and rescue calls and computer data entry (CAD). Applicants must be willing to work shifts, weekends and holidays. (Shift differential: 3pm -11pm = \$1.00; 11pm-7am=\$1.50)

Salary Range: subject to collective bargaining agreement, currently \$23.85-\$30.57/hour, depending on prior comparable police & fire dispatch experience. Other benefits: hospitalization, dental & vision insurance, prescription coverage, 80 hours of vacation time after one year, 15 sick days per year, 14 holidays per year, uniform allowance. Accrued time may be transferred.

Exam: Candidates must register and take the ECOMM National Exam, Typing Test and the Computer Simulations test through National Testing Network and submit their scores by **3pm on Friday, February 28, 2025**. Candidates must score a passing grade of at least 70% on the proctored ECOMM examination to be ranked on the Macedonia Dispatch Eligibility List.

Additional Credit with passing grade of 70%: Five (5) points for a minimum of one-year police & fire dispatching experience; five (5) points for military service (must provide DD 214 stating honorable discharge on or before closing date of September 3 to receive credit).

Final review and certification of the eligibility list is at the sole discretion of the Macedonia Civil Service Commission.

Eligible candidate(s) are required to take and pass psychological & polygraph tests. Other tests include drug screening (periodic drug screening during employment required), background check, and personal interview with the appointing authority. Eligible candidate(s) required to be a non-smoker and remain a non-smoker for duration of employment.

By order of the Macedonia Civil Service Commission, Mike Hawkins, Chairman / Equal Opportunity Employer

Questions, please call 330.468.8341