



CITY OF PARMA CIVIL SERVICE COMMISSION ANNOUNCES EXAMINATION FOR SAFETY FORCES DISPATCHER

TEST DATE: March 21, 2018 at 5:00pm

TESTING SITE: Parma Red Rees Room and Computer Lab, 5311 Longwood Ave., Parma

SALARY: Start: \$37,571.60; Step 2: \$39,345.32; Step 3: \$41,357.69; Step 4: \$43,326.13
Step 5: \$45,434.16

REQUIREMENTS:

Applicant must be a high school graduate or have a GED certificate; must have a valid Ohio Driver's License. Applicant must possess ability to enter into a data entry program; utilize computer terminals and related skills. Must be able to work rotating shifts, weekends and Holidays. Applicants will be required to pass a written exam; computer skills exam and/or 911 simulation, background check; physical exam including drug screening; polygraph exam.

APPLICATION AVAILABILITY:

Applications may be obtained at the Civil Service Office located in Memorial Hall directly behind Parma City Hall, 6617 Ridge Road, Parma (access off Ridgewood Drive). Applications and further instructions are available on the City's website at: <http://cityofparma-oh.gov/en-US/Civil-Service-Commission.aspx>. The completed original application must be returned in person to the Parma Civil Service Office. Online applications or resumes will not be accepted. The deadline for filing application is March 19, 2018.

FILING FEE:

There is a \$15.00 non-refundable fee to take the written exam. Said fee to be paid at the time of filing the application. Payable in cash or money order – no personal checks will be accepted. The fee may be waived with proof of financial hardship.

ADA ACCOMODATIONS:

Reasonable accommodation is available to all applicants. If you have a disability that needs to be accommodated, please contact the Civil Service Commission Office at 440.885.8060.

Questions can be directed to the Civil Service Office at 440.885.8060

BY ORDER OF THE CIVIL SERVICE COMMISSION

John L. Thomas, Jr., Chairman

Timothy Boyko

Daniel Hoffman

An Equal Opportunity Employer