



# POLICE OFFICER JOB ANNOUNCEMENT

## DESCRIPTION

Create community connections and make a positive impact as a Police Officer with the Lebanon Division of Police!

The City of Lebanon, Ohio, is accepting applications for the position of Police Officer. The internationally accredited Lebanon Division of Police serves a population of over 20,000 and is responsible for an area of 14 square miles. The department has an authorized strength of 34 sworn officers, 9 dispatchers and 1 administrative assistant. The citizens of Lebanon are seeking candidates who possess the personal character and professional skills necessary to serve in a position of public trust. Applications will be accepted from United States citizens who are at least 21 years of age and possess a valid Ohio driver's license. The City of Lebanon offers an excellent employee benefit package and an annual salary of \$69,368 to \$95,076 (after 5 years of service).

Entry level applicants (those not currently employed full-time as a peace officer) must complete a written test through the National Testing Network (NTN), Inc. To fill out the NTN application and schedule a test, go to [www.nationaltestingnetwork.com](http://www.nationaltestingnetwork.com), select Law Enforcement and sign up for the Lebanon Police Department. Candidates who attain a passing score on the entry level exam will be invited to participate in other stages of the selection process. National Testing Network does not replace the Lebanon Police Department's responsibility and decision making in the testing process. All candidate results are provided to the Lebanon Police Department where the final decisions are made.

Lateral applicants (those currently employed full-time as a peace officer) are not required to complete the written test. Lateral applicants are required to complete all other stages of the hiring process to be considered for employment with the City of Lebanon. If selected, prior full-time service will be taken into consideration when determining starting pay and leave benefits.

## BENEFITS PROFILE

### PAY

- \$69,368 to \$95,076 (after 5 years of service)
- Lateral Entry – Employees may be placed at the step level appropriate based on qualifications and years of service
- Two-week pay period, with pay date every other Friday
- Shift differential pay for evening and overnight hours worked
- Weekend differential pay for weekend hours worked
- Overtime and Special Detail pay available
- Longevity pay annually after 5 years of service

### SCHEDULE

- 12-hour shifts - Off duty every other Friday, Saturday and Sunday
- Overtime paid at time and a half after 80 hours in a pay period

### INSURANCE

- Competitive benefits for you and your family
- Vision and Dental

### LIFE INSURANCE

- \$50,000 at no cost to the employee
- Additional available for purchase

### PENSION

- Ohio Police & Fire Pension Fund
- Deferred Compensation available

### HOLIDAY TIME

- 13 paid holidays annually
- 12 hours of paid time off for each holiday worked

### SICK TIME

- 4.6 hours of sick time accrued per pay period
- Lateral Entry – Sick time is transferable with written verification from previous employer

### VACATION

- 1 year of service - 6 days annually
- 2-5 years of service - 12 days annually
- 6-10 years of service - 13 days annually
- 11-15 years of service - 15 days annually
- 16 years of service - 20 days annually
- Lateral Entry - Accrual credit is awarded with prior full-time law enforcement service
- Vacation and Comp time buy back available

### PERSONAL LEAVE

- 36 hours each year

### OTHER

- All uniforms and duty equipment provided
- No residency requirement
- College Tuition reimbursement available
- Multitude of training opportunities
- Discounted YMCA membership for you and your family

**Questions? Please contact Captain Matt Weithofer at 513-932-2010 or [mweithofer@lebanonohio.gov](mailto:mweithofer@lebanonohio.gov).**





## HIRING PROCESS

The hiring process will consist of the following in order as listed:

- **April 30, 2024 @ 1600 hours EST:** Application deadline. Applications must be submitted by personal delivery or mailed to the Personnel Department at 50 S Broadway, Lebanon, OH 45036 or emailed to Pam Stotts at [pstotts@lebanonohio.gov](mailto:pstotts@lebanonohio.gov).
- **To be determined: Physical Agility Test**
- **To be determined: Panel Interviews**
- **To be determined: Final Interviews**

Applications may be obtained at the Lebanon City Building, 50 S. Broadway, Lebanon, Ohio, 45036, or downloaded at [lebanonohio.gov](http://lebanonohio.gov). Applications accompanied by appropriate certifications should be submitted to the Personnel Department at the above address. Qualifying individuals will be subject to a testing process, background investigation, truth verification, psychological examination, oral interviews and a medical examination. Any questions regarding the hiring process can be emailed to Captain Matt Weithofer at [mweithofer@lebanonohio.gov](mailto:mweithofer@lebanonohio.gov).  
EOE.

Scan for employment application

