MUNICIPAL CIVIL SERVICE COMMISSION

NOTICE OF EXAMINATION

POLICE OFFICER

ELIGIBILITY REQUIREMENTS

1. Qualifications and duties performed by this classification are listed in the job description posted under EMPLOYMENT at www.stowohio.gov.
2. Applicants are not required to be a resident of the City of Stow to be eligible for appointment to the position of Police Officer.
3. Age requirements, per City of Stow Codified Ordinance 139.02 and Rule V(1) of the Rules of the Municipal Civil Service Commission, are as follows:
   a. Minimum: Applicants shall have reached the minimum age of nineteen (19) on or prior to December 19, 2026 and attained the age of twenty-one (21) to be appointed.
   b. Maximum: No person shall be eligible to receive an original appointment on or after his/her fortieth (40^{th}) birthday.
4. Must possess and maintain a valid Ohio Driver's License at the time of hire. After hire, must possess and maintain a good driving record as detailed in the job description.
5. Must be a U.S. citizen or have legally declared his/her intention of becoming a U.S. citizen and be eligible for employment in the United States.
6. No felony conviction or job-related misdemeanor convictions.
7. Must be legally able to possess a firearm in the State of Ohio.
8. Prior to appointment, applicants qualifying under this examination given by the Civil Service Commission will be required to furnish a personal history statement, which is truthfully accurate and thoroughly completed, and:
   a. Successfully complete a thorough background investigation including, but not limited to, military service (if applicable), individual, family, education, credit, and employment histories, criminal record, and driving record;
   b. Successfully complete a polygraph examination;
   c. Successfully complete an interview process; and
   d. Meet medical, physical, psychological, and special requirements.

Medical examination will be in accordance with Ohio Revised Code (ORC) 124.41 and standards established by the City of Stow and the Ohio Police & Fire Disability Pension Fund. The pre-employment physical requirements may be reviewed in the Human Resources Office. Standards used shall be those in effect at the time of examination.

Successful applicants shall be required to perform duties substantially like those listed in the current City of Stow Police Officer job description.

9. All original appointments to the Stow Police Department as a Police Officer shall be for a probationary period of one (1) year, and no appointment is final until the appointee has satisfactorily served his/her probationary period. In the case of newly hired officers who have not yet been certified as police officers by the State of Ohio, the initial probationary period shall be twelve (12) months commencing with the date of certification by the State of Ohio.

HOW TO APPLY

1. Application

   Complete a digital application via www.PoliceApp.com/StowOH between November 13, 2026, and December 13, 2026. There is no cost to apply.

2. Written Examination

   a. The written examination will be held on Saturday, December 19, 2026, at 9:30 AM at:

      City of Stow Safety Building
      3800 Darrow Road
      Stow, OH 44224

   b. Registration will begin at 9 AM.

   c. A photo I.D. will be required for admittance into the examination.

   d. Cell phones and smart devices will not be permitted in the testing room.

   e. No make-up examination will be given.

   f. Individuals requesting accommodation for purpose of testing must provide seventy-two (72) hours' written notice to the Civil Service Commission to have the request fulfilled.

3. Physical Agility

   Candidates will be notified of available dates to schedule their physical agility testing.

4. Protests and Challenges

   Protest and challenge periods shall be conducted in accordance with Rule IV(11) of the Rules of the Municipal Civil Service Commission.

COMPENSATION

Pay range for an entry-level Police Officer in the Stow Police Department in 2027 is $39.76 – $47.14. However, if not state certified, pay will be $1.00 less per hour until state certification is received.

ADDITIONAL CREDIT

1. Applicants receiving a passing score of seventy percent (70%) on the written examination and who qualify for bonus points will receive them as follows:

   a. College Education

      The following criteria must be met to secure additional credit for education:

      - An Associate's, Bachelor's, or Master's Degree must be completed and diploma earned at the time of application.
      - The college or university must be accredited by the North Central Association of Colleges and Schools or another affiliated region of the same organization.
      - Bonus credit will be granted for one (1) degree, the highest achieved.
      - A copy of the diploma must be uploaded with the application.

      Bonus credit for COLLEGE EDUCATION will be given as follows to a maximum of five (5) points:

      - ***5 Points for a Master's Degree***
      - ***4 Points for a Bachelor's Degree***
      - ***2 Points for an Associate's Degree***

   b. OPOTC Certification

      To secure additional credit for certification as an Ohio Law Enforcement Officer by the Ohio Peace Officers Training Council, applicants must possess a currently maintained OPOTC certification or have successfully completed training. Successful completion of training will include having passed the OPOTC examination. A copy of the OPOTA certificate, Attorney General's letter, or academy certificate must be uploaded with the application.

      Bonus credit for OPOTC CERTIFICATION will be five (5) points

c. Military Service

To secure additional credit for military service, applicants must upload with their application the following document(s):

1) Active Service

Copy of DD-4 and current military ID.

2) Discharged

Copy of DD-214 Member-4 or NGB Form 22 showing dates of active service and listing such service as honorable. The applicable form for each discharge is required.

Identification of "Military Service" and submission of proof is **VOLUNTARY**; however, credit cannot be awarded without self-identification of "military service" and submission of proof.

"Military Service" means any person who:

1) Has completed service and been honorably discharged from the uniformed services;
2) Has transferred to the reserves with evidence of satisfactory service; or
3) Is a member of the National Guard or a reserve component of the armed forces of the United States who has completed more than one hundred and eighty (180) days of active duty service pursuant to an executive order of the President of the United States or an act of the Congress of the United States.

"Military Service", as defined above, is distinguished from "Military Status" as defined in Ohio Revised Code Sections 4112.01(A)(22) and 5923.05(e).

The City of Stow does not discriminate in employment or the provision of services based on military status. This extends to discharge without just cause, refusal to hire, or otherwise to discriminate against a person with respect to hire, tenure, terms, conditions, privileges of employment, or any matter directly or indirectly related to employment.

Bonus credit for MILITARY SERVICE will be five (5) points

ELIGIBILITY LIST

1. The Civil Service Commission shall prepare an Eligibility List in accordance with Rule VI(1) of the Rules of the Municipal Civil Service Commission.

2. The Civil Service Commission shall prepare a Certified Eligible List in accordance with Rule VI(2) of the Rules of the Municipal Civil Service Commission.

   Note: Even though you can apply at the age of nineteen (19), you will not be placed on the Certified Eligible List until you turn twenty-one (21).

ADDITIONAL INFORMATION

Direct questions regarding this posting to Debbie Bennington, Civil Service Clerk, at (330) 689-2823.

Direct inquiries regarding the Stow Police Department to Captain Bryan Snavely at (330) 689-5702.

POSTING

It is mandatory that this notice be posted in a conspicuous place at the following Stow municipal buildings:

City Hall
Safety Building (Fire Station #1)
Fire Station #2
Fire Station #3
Service Center
Fox Den Golf Course

Posted: November 13, 2026 at 8 AM

THE CITY OF STOW IS AN EQUAL OPPORTUNITY EMPLOYER