

Holland Police Department

Police officer Job description.

Officers with the Holland Police Department are expected to enforce all laws and regulations within the Village of Holland. Proactively patrol their assigned areas, respond to calls for police service, conduct preliminary and follow-up criminal and traffic investigations, conduct interviews, prepare written reports and field notes of investigations and patrol activity, arrest potential suspects, and secure the crime scenes.

Qualifications

- High school diploma or GED
- A current and valid OPOTA Basic Peace Officer Certification or Ohio State Highway Patrol certification
- Successfully pass the selection process, background investigation, physical examination, and drug testing.
- Ability to complete basic law enforcement training as assigned by the State of Ohio
- A valid driver's license.
- Minimum age of 21 by appointment and be a U. S. Citizen or authorized to work in the United States.

Job Type: Full-time or Part-time

Starting pay of \$29.19 an hour.

Lateral transfer starts at two years of service and goes up to five years of service.

Benefits:

- Health insurance (full-time only)
- Dental Insurance (full-time only)
- Vision insurance (full-time only)
- Life insurance (full-time only)
- Paid time off
- Retirement plan
- Uniform allowance

Schedule:

- 12-hour shift
- Day shift
- Morning shift
- Afternoon shift

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- Night shift
- Overtime
- Yearly shift schedule

License/Certification:

- OPOTA Certification

VILLAGE OF HOLLAND

1245 Clarion Avenue
Holland, Ohio 43528
Phone: 419-865-7104

**Application for Employment**

We consider applicants for all positions without regard to race, color, religion, sex (including pregnancy), military status, national origin, disability, age, ancestry, genetic information or any other basis protected by federal, state, and/or local law. We are an equal opportunity employer.

APPLICANT INFORMATION

Last Name		First	M.I.	Date
Street Address			Apartment/Unit #	
City		State	ZIP	
Phone		E-mail Address		
Date Available		Full or Part time?		Desired Salary
Position Applied for			If Police are you OPOTA certified?	
How did you learn about this job opening?			Do you have a CDL license?	
Are you a citizen of the United States?		YES ☐ NO ☐	If no, are you authorized to work in the U.S.? YES ☐ NO ☐	
Have you ever worked for this company?		YES ☐ NO ☐	If so, when?	
Driver's license number required if driving may be required in applied position.		Driver's license	State	

EDUCATION

High School		Address		
From	To	Did you graduate?	YES ☐ NO ☐	Degree
College		Address		
From	To	Did you graduate?	YES ☐ NO ☐	Degree
Other		Address		
From	To	Did you graduate?	YES ☐ NO ☐	Degree

REFERENCES

Please list three professional references.

1. Full Name		Relationship
Company		Phone ()
Address		
2. Full Name		Relationship
Company		Phone ()
Address		
3. Full Name		Relationship
Company		Phone ()
Address		

PREVIOUS EMPLOYMENT

1. Company

Phone ()

Address

Supervisor

Job Title

Starting Salary \$

Ending Salary \$

Responsibilities

From

To

Reason for Leaving

May we contact your previous supervisor for a reference?

YES ☐

NO ☐

2. Company

Phone ()

Address

Supervisor

Job Title

Starting Salary \$

Ending Salary \$

Responsibilities

From

To

Reason for Leaving

May we contact your previous supervisor for a reference?

YES ☐

NO ☐

3. Company

Phone ()

Address

Supervisor

Job Title

Starting Salary \$

Ending Salary \$

Responsibilities

From

To

Reason for Leaving

May we contact your previous supervisor for a reference?

YES ☐

NO ☐

COMPUTER SKILLS

Computer Skills – check all that apply:

☐ Word Processing

☐ Internet

☐ Spreadsheet

☐ Other

☐ Presentation

☐ Other

☐ Email

☐ Other

MILITARY SERVICE

Branch

From

To

Rank at Discharge

Type of Discharge

If other than honorable, explain

ADDITIONAL INFORMATION

Describe any specialized training, certifications, skills or additional information

RELATED INFORMATION

When answering these questions, please exclude any information that would reveal race, color, religion, sex (including pregnancy), military status, national origin, disability, age, ancestry, genetic information, or other similarly protected status.

To what job-related organizations (professional, trade, etc.) do you belong?

List special accomplishments, publications, awards, etc.

List any relevant volunteer work

Is there any other job-related information you want us to know about you?

APPLICANT STATEMENT

I certify that all information given herein is true and complete. I authorize investigation of all statements in this application, attached resumes or information expressed in interviews for employment as may be necessary in arriving at an employment decision. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

I also understand that If I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

I understand that any information provided by me that is found to be false, incomplete, or misrepresented in any respect, will be sufficient cause to (1) eliminate me from further consideration for employment, or (2) may result in my immediate discharge from the employer's service, whenever it is discovered.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature

Date

VILLAGE OF HOLLAND BACKGROUND INVESTIGATION RELEASE

In consideration for possible employment opportunities, the Holland Police Department, its officers and/or Village employees are authorized to contact any federal, state or local police force, court, past and present employers, or other authority to determine criminal and employment history. I understand that I am waiving specific rights under the privacy act and other statutes to have this information disclosed.

Print full name

Street address

City, State, zip code

Date of birth: _____ Social security number: _____

Length of time at above street residence: _____

Further, I certify that I have not been convicted of any crimes, including traffic offenses with the following exceptions (please explain):

Signature

Date

Witness Signature

Date