



CITY OF ORRVILLE
207 N. Main Street
Orrville, Ohio 44667
(330) 684-5047

Staff Engineer 1
Safety-Service Department

The City of Orrville is seeking applicants for a Staff Engineer 1 in the City's Safety-Service Department. Work involves the responsibility for preparing and reviewing construction development and capital improvement plans; reviewing plans for adherence to accepted engineering design and construction standards and city or state codes and inspecting construction work for adherence to these plans. Staff Engineers meet and confer with engineers, architects, and contractors to provide and obtain information. \$77,105 - \$104,083, plus benefits.

Qualifications Applicants must possess a B.S in Engineering or similar field with some engineering experience and considerable knowledge of principles and practices of civil engineering as applied to the design and preparation of plans, as well as knowledge of current construction techniques. Applicants must also possess a valid State of Ohio Driver's License, be drug free and handle the physical requirements of the position with or without reasonable accommodation, must be a United States Citizen or have legally declared their intentions of becoming a United States Citizen. NOTE: The City of Orrville will not consider for employment nor, hire any individual who smokes or uses any form of tobacco products.

Application: To apply, candidates must submit a resume and complete a City of Orrville application and email it to hr@orrrville.com. Applications and a complete job description available at www.orrrville.com. Online applications from recruiting sites such as ZipRecruiter or Recruitology will not be accepted. Deadline for applications is February 13, 2023

The City of Orrville is an equal opportunity employer. Reasonable accommodation for testing will be made for applicants with disabilities with 72 hours notice. EOE.



City of Orrville Application For Employment

David T. Handwerk
Mayor

207 North Main Street, Orrville OH 44667
Phone: 330-684-5047

Philip C. McFarren
Human Resources Manager

COMPLETE ALL SECTIONS AND EACH QUESTION COMPLETELY AND ACCURATELY

Resumes are not a substitute for the completion of this application.

City of Orrville Mission Statement:

To provide quality services in a timely and efficient manner to ensure Orrville continues to be an exceptional Community.

The City does NOT consider for employment or hire any individual who smokes or uses any form of tobacco.

PERSONAL INFORMATION

Last Name	First Name	Middle Initial	Date of Application
Address: Number & Street	City	State	Zip Code
Telephone Numbers: Home: (____) _____ Business: (____) _____ Cell: (____) _____	e-mail Address _____	Social Security Number ____ - ____ - _____	

Position Applied For: Staff Engineer 1

MILITARY INFORMATION

COMPLETE THIS SECTION IF YOU SERVED IN THE US ARMED FORCES

Branch of Service	Rank at Discharge	Discharge Date	Type of Discharge
Length of Active Duty	Years:	Months:	
Describe Your Duties and Any Special Training			

TO RECEIVE MILITARY CREDIT, YOU MUST SUBMIT PROOF OF HONORABLE SEPARATION (DD-214) BY APPLICATION DEADLINE.

EDUCATION

	School Name and Address	Years Completed (Circle)	Diploma/Degree (Year Grad.)	Describe Course of Study	Describe Specialized Training, Apprenticeship and Skills
High School		Graduated: Yes No GED			
College/ University		1 2 3 4			
Graduate/ Professional		1 2 3 4			
Other (Specify)					

Describe any specialized training, apprenticeships, and/or skills including OPOTA, CDL and other endorsements or other state held licenses:

ADDITIONAL INFORMATION

Are you currently employed? Yes No

If yes, may we contact your current employer?..... Yes No

Are you prevented from being lawfully employed in the U.S. because of visa Or immigration status? (Proof of citizenship/immigration status required for hire)..... Yes No

Do you now use or have you used any form of tobacco within the past six months? Yes No

EMPLOYMENT EXPERIENCE

Start with your current or most recent job. Include military service assignments. Attach additional pages if necessary. **All sections must be completed.**

Employer		Dates Employed		Work Performed
		From	To	
Address				
Telephone Number	Supervisor	Hourly Rate/Salary		
		Starting	Ending	
Job Title				
Reason for Leaving				

Employer		Dates Employed		Work Performed
		From	To	
Address				
Telephone Number	Supervisor	Hourly Rate/Salary		
		Starting	Ending	
Job Title				
Reason for Leaving				

Employer		Dates Employed		Work Performed
		From	To	
Address				
Telephone Number	Supervisor	Hourly Rate/Salary		
		Starting	Ending	
Job Title				
Reason for Leaving				

Employer		Dates Employed		Work Performed
		From	To	
Address				
Telephone Number	Supervisor	Hourly Rate/Salary		
		Starting	Ending	
Job Title				
Reason for Leaving				

REFERENCES (persons not related to you)

1. _____	Telephone Number () _____
How Acquainted _____	Years Acquainted _____
2. _____	Telephone Number () _____
How Acquainted _____	Years Acquainted _____
3. _____	Telephone Number () _____
How Acquainted _____	Years Acquainted _____

APPLICANT'S STATEMENTS

READ EACH STATEMENT BELOW AND INITIAL EACH STATEMENT WHICH YOU UNDERSTAND AND AGREE TO ACCEPT:

1. By my signature below, I certify that all answers given in this application are true and complete. I understand that if any information in this application is found to be false or misleading or excluded, I may be ineligible for further consideration, or if already employed, my employment may be terminated.

Initials: _____

2. I understand that if I am selected for employment, my employment is conditioned upon my passing a pre-employment physical and drug test and may also, depending upon the position I am applying for, be conditioned upon passing a criminal background check.

Initials: _____

3. The City of Orrville is an equal opportunity employer and we consider applicants for all positions without regard to race, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other protected status.

Initials: _____

4. I understand and accept that if driving a motor vehicle is an essential function of any position I might obtain with the City of Orrville, my continued employment is conditioned upon my maintaining the operator's license required for such position.

Initials: _____

Date

Applicant's Signature