

CIVIL SERVICE NOTICE

September 28, 2022

Notice is hereby given that the Norton Civil Service Commission will accept applications for the following position:

Service Department Mechanic

Pay Scale: Newly hired employees will be hired at an hourly “Probationary Wage Rate” established for the first 12 months of hire at \$24.00 (*per AFSCME Contract*).

Application: Applications may be obtained online at www.cityofnorton.org or by clicking the link provided below. Applications are also available at the City of Norton Administration Building located at 4060 Columbia Woods Drive Norton, Ohio 44203 between the hours of 8:00 a.m. and 4:30 p.m. M-F.

Application packets must be emailed to lritenauer@cityofnorton.org with all accompanying documentation for extra credit or submitted to the City of Norton Administration Building, 4060 Columbia Woods Drive, Norton, Ohio 44203. First review of applications will be October 20, 2022. Applications will be received until the position is filled.

Please see job description (included) for Essential Duties, Qualifications, Work Environment, and Requirements.

Letter of Consideration: Please include your resume along with a cover letter with your application for this position.

Documents for Service Department Mechanic

- [Employment Application](#)
- [Service Department Mechanic Job Description](#)

No Veteran’s Credit shall be added to an applicant’s examination grade unless applicant achieves at least the minimum passing grade of 70% on the Exam, without counting such extra credit.

The City of Norton is an Equal Opportunity Employer. No applicant shall be discriminated against on the basis of race, religion, color, creed, national origin, disability, age, or sex.

The Appointing Authority may require that the qualifying candidates to complete a comprehensive medical-physical/drug, vision-hearing, polygraph and/or psychological examination prior to selection.

*Extra credit shall ONLY be added to an Applicant’s examination grade after the Applicant achieves at least the minimum passing grade of 70 on the written examination.
(ORC 124.31)

AB/JD/PD

NORTON CIVIL SERVICE COMMISSION