

City of Bedford

Civil Service Commission Member

Job Description

Nature of Job Functions:

This job is an appointed position by the members of City Council for a term of 3 Years. The commission member (member) represents the City residents overseeing the methods, and credentials necessary for testing the Classified positions of entry and promotional levels of Police and Fire departments, as well as, other positions as deemed necessary by the appointing authority and/or Civil Service Commission members. The commission reports to the State of Ohio Personnel Board of Review. The commission is a public body and all minutes of meetings are public record.

Duties of Civil Service members:

The members must adhere to the Rules of the Municipal Civil Service Commission (Rules) when testing for entry level or promotional exams. Also, the members must follow the Rules, when holding hearings of candidates, and employees when deemed necessary by the appointing authority or Law Director.

Members will have the right to change the Rules when deemed necessary in line with Federal, State and County Public Health legal requirements.

Certified lists of each position of Police and Fire departments are created by the members.

Compensation

Compensation for members is \$35 for one hour when meeting occurs. However, Due to OPERS not allowing a retiree to be reemployed under the OPERS Pension system without losing HRA benefits a member may choose to not be paid as a volunteer.

Please see the Rules of the Municipal Civil Service Commission of Bedford for full details.