



POLICE RECORDS CLERK

The Miami Township Police Department, an Internationally Accredited Police Agency, is accepting applications for the position of Full-time Police Records Clerk.

MINIMUM QUALIFICATIONS: Candidates applying for these positions must be at least 21 years of age and must possess at a minimum a high school diploma or equivalent and a valid Ohio driver's license. Successful candidates will need to pass an oral interview board, background check, medical and polygraph.

Miami Township offers a comprehensive benefits package along with a starting pay rate of \$21.00 per hour, typically with annual increases. The anticipated hiring date is January 2022.

As part of the qualifying process, applicants must submit an application packet containing a resume and cover letter. The Records Clerk job description and the department selection process policy is available at www.miamitwpoh.gov.

All application packets must be received by 8:00 AM, Friday October 1, 2021. Return to 5900 McPicken Drive, Milford, Ohio 45150 or via email to Melissa.Wahlert@miamitwpoh.gov.



Miami Township
Clermont County OHIO

Miami Township is an Equal Opportunity Employer