



Village of Walbridge Police Department

Police Officer Applicant Packet

2026 Hiring Process



**Serve Where It Matters Most.
Lead Where You're Needed.
Protect a Community That Knows Your Name.**

JOIN OUR DEPARTMENT

The Village of Walbridge Police Department is seeking dedicated, professional, and community-driven individuals to join our team as Police Officers. This is more than a job – it's an opportunity to serve where your impact is visible every day.

Why Walbridge?

- Community-focused policing where officers are known and trusted
- Generalist role with real, hands-on law enforcement experience
- Tight-knit, team-oriented department culture
- Full paid medical benefits
- Opportunity to make a direct impact every day

A Message from the Chief

Our department is built on professionalism, accountability, and commitment to community. We are looking for officers who are ready to serve with integrity and make a difference every day. If you are seeking purpose-driven work in a department where you are valued, we encourage you to apply.

Minimum Qualifications

- OPOTA Certified (Required at time of application)
- 21 years of age
- Valid Driver's License
- U.S. Citizen
- High School Diploma or GED

Important Dates

Application Period: May 1 – 10, 2026

Submission Deadline: May 10, 2026

Position Overview

Officers perform patrols, respond to calls, enforce laws, and engage with the community. All officers operate in a generalist role requiring adaptability and sound decision-making.

Compensation & Benefits

- Full Paid Medical Benefits
- Ohio Police & Fire Pension (Full Time)
- Paid Leave (Vacation, Sick, Holidays)
- Overtime Opportunities

Pay Scale

POSITION	TENURE	HOURLY RATE
Police Officer (FT)	0-6 Months	\$20.95
Police Officer (FT)	6-18 Months	\$23.06
Police Officer (FT)	18+ Months	\$25.58
Police Officer (PT)	New Hire	\$20.43
Police Officer (PT)	After 1 Year	\$25.51

How to Apply

- Email: kamstutz@walbridgeohio.org
- Mail: Village of Walbridge Police Department Hiring, 705 N. Main Street, Walbridge, Ohio 43465
- In Person: Village Administration Building (same address as above)

Required Documents

- Completed Application
- OPOTA Certification
- Driver's License Copy
- Resume (Recommended)

Your Next Step Starts Here

If you are ready to serve and make a difference, apply during the application period. We are looking for officers who are ready to lead, protect, and serve.

Required Document Checklist

Applicants must submit:

- Completed Employment Application
- Copy of **OPOTA Certification (REQUIRED)**
- Copy of **Driver's License**
- Resume (recommended)
- Any additional certifications (optional)

Selection Process

Qualified candidates will proceed through:

1. **Application Review**
2. **Background Investigation**
3. **Oral Interview(s)**
4. **Conditional Offer of Employment**
5. **Medical / Psychological Evaluation (if required)**

Final hiring decisions are made at the discretion of the **Chief of Police and Village Council**.

Disqualifiers (Standard Law Enforcement)

Applicants may be disqualified for, but not limited to:

- Felony convictions
- Disqualifying criminal history
- Falsification of application
- Failure to meet certification requirements
- Driving record issues impacting insurability

Equal Employment Opportunity

The Village of Walbridge is an Equal Opportunity Employer and follows all applicable federal and state employment laws.

Important Notice to Applicants

To be considered:

- ✓ Submit ALL required documents
- ✓ Meet ALL minimum qualifications
- ✓ Meet the May 10, 2026, deadline

Failure to do so will result in **removal from consideration.**

VILLAGE OF WALBRIDGE	Classification No. 129
Police Officer	
POSITION FUNCTION: Under the direction of the Police Chief, this position is responsible for performing various duties in protecting and serving the general public.	
JOB RESPONSIBILITIES	KNOWLEDGE, SKILLS, AND ABILITIES
Patrols village roads to ensure safety and public order.	Knowledge of federal, state, and local laws.
Observes for suspicious behavior or activity.	Knowledge of police department manual, rules, and regulations.
Enforces the federal, state, and local laws.	Knowledge of the geographic areas of the Village.
Follows rules and regulations in enforcing the laws.	Knowledge of the departmental reporting procedures.
Responds to reports of alleged law violations.	Knowledge of emergency procedures and first aid techniques.
Takes witness statements and interrogates individuals to obtain relevant information.	Knowledge of court system proceedings.
Apprehends and arrests law offenders, issuing citations as needed.	Knowledge of police equipment.
Transports offenders to and from jail.	Ability to rapidly assess a situation and take appropriate action.
Maintains evidence relating to crimes.	Ability to interview/interrogate complainants, witnesses, victims, or suspects for information.
Testifies in court as needed.	Ability to deal effectively with the general public and law enforcement agencies.
Drives vehicles in emergency and non-emergency situations.	Ability to communicate in a clear and concise manner, orally and in writing.
Performs various types of reports.	Ability to establish and maintain effective working relationships.
Performs service activities and other public relations duties.	

TRAINING AND EXPERIENCE REQUIREMENTS:

- Must have a high school diploma and must have served in the armed forces on active duty for a period of more than 180 consecutive days; and if separated from the armed forces, must have received an honorable discharge or release or was separated under honorable conditions.

-OR-

- Must have a high school diploma and must possess an active certification as a peace officer, police officer, or state highway patrol officer/trooper from any state within the United States. State certificate must be presented at time of application.
- No person shall be eligible to receive an original appointment to the Police Division, as a police officer, unless the person has reached the age of twenty-one years.
- Must pass physical examination given by a licensed physician chosen by The Village of Walbridge, showing applicant free from cardiovascular and pulmonary diseases and able to meet the physical requirements, as determined by the Village of Walbridge, and kept on file with the Fiscal Officer, necessary to perform duties of a police officer as stated in this Class Plan.
- Must pass a physical fitness evaluation performed by an agency chosen by the Village of Walbridge and maintain at least this entry level standard throughout career with the Village of Walbridge, reserving the right to consider corrections for age.
- Must pass psychological fitness evaluation given by a professional chosen by the Village of Walbridge – showing that applicant meets psychological requirements necessary to perform the duties of a police officer as stated in this Class Plan.
- No person shall be eligible for appointment who has been convicted of a felony, theft, or any other crime that may, in the view of the Village, compromise public trust.
- All applicants must pass a background check to make this determination. Must possess the Ohio Peace Officers Certification Program.
- Must have at the time of appointment, and maintain during employment, a valid Driver's License.