

## POSTING & PUBLIC ANNOUNCEMENT

### FIRE CHIEF

City of North Olmsted, Ohio  
Department of Public Safety  
Fire Division

*The City of North Olmsted is an equal opportunity employer.*

The City of North Olmsted, by and through authority vested in its Civil Service Commission (CSC), hereby posts and publicly announces that it will conduct an open, competitive promotional examination for the position of Fire Chief, pursuant to:

1. The Charter and Ordinances of the City of North Olmsted, Ohio
2. Rules and Regulations of the Civil Service Commission
3. Application Forms and Selection Procedure
4. Fire Chief Job Description

**General Description:** The City of North Olmsted is seeking a Fire Chief. Candidates may be internal, that is currently employed by the City Fire Dept.; Candidates may be external, that is not currently employed by the City Fire Dept. Applicants must meet or exceed the minimum requirements of the Job Description; sign and timely file an Application Form; sign and timely file a Consent Form; Candidates will be reviewed and compete based upon Rules and Selection Procedure, as adopted by CSC. Candidates must be available on dates scheduled on the Posting & Public Announcement. Starting salary of an annual rate of up to \$132,761.62.

**Application Process & Deadline:** Completed and signed Application Forms may be delivered or mailed to CSC from August 25, 2025, through the **Application Deadline of September 19, 2025 at 4:30 p.m.** Candidates must also obtain and sign a Consent Form to permit a criminal background check. Application and Consent forms are available online at [www.north-olmsted.com](http://www.north-olmsted.com) under the Human Resources Department or may be requested from:

Jennifer Davenport  
Civil Service Secretary  
City of North Olmsted  
5200 Dover Center Road  
North Olmsted, Ohio 44070  
Email: [powellj@north-olmsted.com](mailto:powellj@north-olmsted.com)

In addition to a completed/signed Application Form and Consent Form, candidates are required to submit a resume, cover letter, curriculum vitae, and/or other written outline to summarize relevant education, certification and work experience.

**Selection Process & Schedule:** All Applications will be reviewed, and a maximum of ten (10) Candidates will be selected and invited by correspondence from CSC dated on or about September 25, 2025, to a panel interview, which will be conducted as follows:

1. Panel Interviews  
By Invitation Only  
**Wednesday, October 8, 2025**  
North Olmsted Fire Station No. 1  
24291 Lorain Road  
North Olmsted, Ohio 44070

By correspondence from CSC dated on or about October 14, 2025, five (5) Candidates will be selected and invited to continue with competitive selection as follows:

2. Individual Assessment & Testing  
By Invitation Only  
**From October 20, 2025 until November 7, 2025**  
At times and locations to be determined by testing agency  
Candidates will be required to contact and report to:  
Joe Lubin  
PRADCO  
178 East Washington St. Chagrin Falls, OH 44022  
Phone: (440)337-4714

CSC will meet on November 17, 2025 (or another date determined by the CSC) and the top Candidate will be certified for appointment by the appointing authority, subject to the following qualification:

5. Psychiatric & Medical Examination  
By Invitation Only  
**After November 17, 2025**  
At times and locations to be determined by appointing authority  
Candidates will be required to consent and report to medical facilities.