

**NOTICE OF CIVIL SERVICE EXAMINATION  
CITY OF KINGSFORD, MICHIGAN**

The City of Kingsford will accept applications for examination under Act 78 Civil Service for Entry Level Public Safety Department personnel (police and fire duties) until 4:30 p.m., January 19, 2018 at the office of the City Clerk, Kingsford City Hall, 305 S. Carpenter Avenue, Kingsford, Michigan 49802. Applications may be obtained by sending a written request, by telephoning (906) 774-3526, Monday through Friday, 7:30 a.m. to 4:30 p.m., or at the City Clerk's Office, City Hall, Kingsford, Michigan. **Applications must be received at the Clerk's Office no later than Friday, January 19, 2018 at 4:30 P.M. in order to be considered.** Applicants must meet the requirements of the Civil Service Act, pass a civil service examination, and be certified or certifiable through the Michigan Commission on Law Enforcement Standards (MCOLES). Applicants will be notified if they are determined eligible to take the examination and provided information regarding when and where the examination will be held.

The purpose of this examination is to establish a list of eligible candidates for entry-level position in the Kingsford Public Safety Department.

A successful candidate will be offered employment as a vacancy or vacancies occur in the Kingsford Public Safety Department based upon said candidates merit and fitness, subject to said candidates undergoing and successfully completing a physical agility test, an examination by a licensed physician to determine that said candidate is physically able to perform the duties required, and a comprehensive background investigation.

A listing of essential job functions and duties of a Kingsford Public Safety Officer may be obtained at the Clerk's office.

KINGSFORD CIVIL SERVICE COMMISSION  
*"An Equal Opportunity Provider and Employer"*