

# PLACE YOUR NAME ON THE INVESTIGATIVE UNIT RECRUITMENT LIST

Complete the form below and mail to:

Ohio Department of Public Safety  
Investigative Unit  
1970 West Broad Street  
P.O. Box 182081  
Columbus, OH 43218-2081

NAME		
ADDRESS		
CITY	STATE	ZIP CODE
PHONE NUMBER (     )		

You will be mailed an information packet that includes a state application.

If you have any questions, please call the Investigative Unit at (614) 728-1233, or visit our Web site at [www.investigativeunit.ohio.gov](http://www.investigativeunit.ohio.gov)

## benefits

### SICK LEAVE

- ◆ 80 hours each year, accumulative

### OCCUPATIONAL INJURY LEAVE

Each agent is entitled to a maximum of 1,500 hours of occupational injury leave for any injury incurred while on duty.

### PAID VACATION

- ◆ 10 days after 1 year of service
- ◆ 15 days after 4 years of service
- ◆ 20 days after 9 years of service
- ◆ 22.5 days after 14 years service
- ◆ 25 days after 19 years of service
- ◆ 30 days after 24 years of service

### PERSONAL DAYS

32 hours per year - suspended until August 2011

### HOLIDAYS

10 paid holidays per year

### HEALTH CARE

Several group health plans are available. Cost is shared by the state. Dental and vision coverage is provided at no cost to the employee after one year of service.

### LIFE INSURANCE

Provided after one year of state service at no cost to the employee. Double indemnity will apply for employees killed in the line of duty and for accidental death at any time.

### MILITARY LEAVE

Employees who are a member of reserve components of the Armed Forces of the United States are entitled to a military leave of absence from their duties without loss of pay for field training or active duty for a period not to exceed 176 hours in any calendar year.



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[www.investigativeunit.ohio.gov](http://www.investigativeunit.ohio.gov)

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[WWW.PUBLICSAFETY.OHIO.GOV](http://WWW.PUBLICSAFETY.OHIO.GOV)

INV 0006 8/11

## OHIO DEPARTMENT OF PUBLIC SAFETY **Ohio Investigative Unit**

EDUCATION • LIQUOR ENFORCEMENT • FOOD STAMP FRAUD • GAMBLING VIOLATIONS

# Are you Interested in a Unique Opportunity in Law Enforcement?



If you are looking for an exciting career and a rewarding future in law enforcement with good benefits and limited travel, the Investigative Unit of the Ohio Department of Public Safety is looking for men and women to become undercover enforcement agents.

## To learn more about becoming an agent visit

[WWW.INVESTIGATIVEUNIT.OHIO.GOV](http://WWW.INVESTIGATIVEUNIT.OHIO.GOV)

## duties

Investigative Unit agents are charged with enforcing Ohio's liquor laws, portions of the Ohio Revised Code and the regulations of the Liquor Control Commission. Special emphasis is placed on the sale to and consumption of alcoholic beverages by persons under 21 years of age.

Agents become involved in enforcement-related areas such as gambling, prostitution and narcotics while enforcing the Liquor Control Commission's regulations.

Agents enforce laws against the sale of tobacco products to those people under 18 years of age.

The Investigative Unit is the only state law enforcement entity dedicated solely to the prevention and detection of illegal use of food stamp benefits. Enforcement agents work with federal, state and local law enforcement agencies throughout the state to detect, investigate and prosecute those people improperly using these benefits.

Enforcement agents work undercover and must be adept at playing any role that will allow them to blend in with the clientele of the premises that is under investigation.

New agents cannot receive a permanent appointment until they have satisfactorily completed basic police training as requested by the Ohio Peace Officer Training Commission. This training will be provided by the department at no cost to the successful candidate.

## training

Those applicants who are not peace officers, are required to apply to the Ohio Peace Officer Training Commission. This training is at the applicants expense. Those who have previously received the required training must apply to the Ohio Peace Officer Training Commission for recertification. Additional training may be required for such certification. This training will be provided at the applicant's expense.

In addition, the Ohio Investigative Unit will provide in-depth training in liquor and food stamp laws, Liquor Control Commission Regulations and investigative techniques.

## public relations

Agents act as a liaison between the Ohio Department of Public Safety and other law enforcement agencies across the state, cooperating and assisting in law enforcement activities. They serve as instructors at police schools and give speeches and lectures to schools and civic organizations as part of "The Sober Truth" program, Alcohol Server Education and the Speakers' Bureau.



## assignment

The Investigative Unit has enforcement offices in Akron, Athens, Cincinnati, Cleveland, Columbus and Toledo. The size of the area served by each of these offices varies according to the population and the number of liquor permit premises.

Applicants must agree to move their residence to the area where they are permanently assigned.

Agents will occasionally be assigned to areas away from their residence. These assignments will usually be for a short duration. The agent is reimbursed for lodging and meal costs during this time in accordance with the state travel policy and union contract.

## qualifications

To be able to apply for the position of Enforcement Agent with the Investigative Unit, you must meet the following minimum qualifications:

- 21 years old at the time of testing
- High school graduate or obtained a GED
- United States Citizen
- Resident of the State of Ohio at the time of appointment.
- Valid driver license
- Must pass department required background check, physical exam including hearing and vision testing.
  - ▶ Vision: If not already 20/20, must be corrected to 20/20 with some type of corrective lenses (can be no worse than 20/125 uncorrected in either eye). Moderate color vision is required.
- Ohio Peace Officer Training Commission certified

Automatic disqualifier – A felony conviction

## salary

The starting base pay for an enforcement agent is currently \$21.12/hour, or \$43,929.60 per year. Seventy-five cents per hour of shift differential pay is added for hours worked between 5 p.m. and 6 a.m.

Authorized overtime (over 40 hours/week) will be paid at 1.5 times the hourly rate. Agents may request pay or compensatory time for overtime hours.

## diversity mission statement

The Ohio Investigative Unit is committed to being a division that reflects the diverse community in which we live and work. We firmly believe a diverse workforce increases our success in the education, service and protection of Ohio's communities and citizens. Workplace diversity enables us to bring a broader perspective to address alcohol, food stamp and tobacco problems facing our communities and leads to a higher quality of work and success.

Accordingly, it is the goal of the Ohio Investigative Unit to foster and maintain a division-wide culture that supports and promotes diversity, so that all employees, regardless of their background, feel welcome, included, equal, valued and supported, increasing their ability to succeed as a member of this organization. We seek to recruit, retain and promote employees who are diverse in every sense of the word. The Ohio Department of Public Safety as a whole and Ohio's communities and citizens benefit from the varying perspectives and life experiences that individuals with diverse backgrounds bring to this division.

The Ohio Investigative Unit considers our diversity efforts critical to the level of service we provide to our employees, Ohio's communities and citizens. Achieving and supporting diversity is an ongoing commitment and is a priority of the Ohio Investigative Unit's management, recruiting and operational practices.

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