



219 Chestnut Street Swanton, Ohio 43558
P: 419.826.9515 | F: 419.825.1827
www.villageofswantonohio.us

January 23, 2024

Spanning two counties, the Village of Swanton honors its rich history and is committed to the future of this vibrant community, of more than 3,500 people, by providing a high level of service to its residents. Located within the Toledo metro area, the Village is the best of both worlds: close to amenities of a bigger city while maintaining a small-town feel. The Village of Swanton is a Mayor-Council form of government with a full-time Village Administrator who carries out the day-to-day administrative operations. The Police Department consists of eight full-time patrolmen, three part-time patrolmen, and one sergeants led by Chief John Trejo.

Police Secretary/Dispatcher

The Village of Swanton, Ohio is seeking qualified individuals for full-time Secretary/Dispatcher. Complete job description, including qualifications, and application may be obtained online at www.villageofswantonohio.us. Starting wage is \$20.67/hour with a one-year introductory period. Please send an application and resume, with cover letter, to Police Chief Trejo via email spd@villageofswantonohio.us or by mail to 219 Chestnut Street, Swanton, Ohio 43558 by *Friday, February 16th at 12:00 p.m.* EEO.

FULL TIME EMPLOYEE BENEFITS

OPERS

Medical & Prescription Insurance
(Employee to pay 10% of premium)

Dental and Optical Insurance
(Employee to pay 100% of premium)

\$50,000 Life Insurance Policy

\$200 per Week Loss of Time Benefit (DISABILITY)

\$500 Reimbursable Optical & Dental Expenses Annually

24 Hours of Personal Leave Annually

Sick Leave Accrual

Vacation:

40 hours' vacation - Less than 1 year accumulated service credit
80 hours' vacation - 1- 2 years accumulated service credit
120 hours' vacation - 3 to 8 years accumulated service credit
160 hours' vacation - 9 to 14 years accumulated service credit
200 hours' vacation - 15 or more years accumulated service credit