

City of Wooster Automatic Disqualifiers for Police, Fire and WARCOG Applicants
October 1, 2025

Drug Use:

- Within 3 years of application date, any illegal use of any drug that is considered a controlled substance under the Ohio Revised Code with the following exceptions:
- Any illegal manufacture, sale, distribution, or delivery of any drug of abuse, or Prescriptive drug as an adult is an automatic disqualifier.
- Any illegal manufacture, sale, distribution, or delivery of marijuana within 3 years of the application date.
- Any illegal purchase of marijuana within one year of the application date.
- Any use of marijuana within 6 months of application.

Driving Record:

- Any OVI conviction, diversion, expungement or breath test refusal in the past three years
- More than one OVI conviction
- Any driver's license suspension in the last two years not including FRA

Credit History:

Applicants with an unstable credit history. This includes a consistent history of issuing insufficient checks, a history of delinquent payments, or a failure to meet financial obligations. An applicant's credit history will be reviewed on a case-by-case basis to determine his/her continuing eligibility in the hiring process.

Work History

Applicants who do not demonstrate maturity, dependability, integrity, and good work ethic in their past and present employment. An applicant's employment history, since age 18 must not indicate instability in the applicants employment history, including excessive tardiness or absenteeism, inefficiency, failure to follow directions, policies, procedures, rules and regulations, poor working relationships, or negligent work habits.

Criminal History

- Any pattern of theft offenses, within the last five (5) years, which cumulatively exceeds \$1,000.00.
- Any theft offense within the last five (5) years, which singularly is equal to a felony.
- Any fraudulent insurance claims or fraudulent applications for welfare, workers compensation, unemployment compensation or other public assistance programs.
- Any admission or conviction of an offense, as an adult, defined as a felony by the federal, state or local law of the jurisdiction where the offense occurred.
- Any admission or conviction of an offense, as a juvenile of a violent felony as defined by the federal, state or local law of the jurisdiction where the offense occurred.
- Any conviction of a M-1 or M-2 misdemeanor as defined by the federal, state or local law in the jurisdiction where the offense occurred, as an adult in the last three years or more than one M-1 or M-2 conviction as an adult or juvenile. (Does not include traffic or minor misdemeanors or underage drinking ORC 4301.69)
- Any admission of an offense for carrying a concealed weapon within the last five (5) years if it is defined as a felony by the federal, state or local law where the offense occurred.
- Any pattern of theft offenses from an employer or during the course of employment as an adult.
- Reduction of charges as a result of a plea agreement or other forms of sentencing disposition prior to a conviction in any of the aforementioned criminal and driving history categories.

Other

- Disapproval for LEADS access (Police and WARCOG)
- Dishonorable discharge from any military service
- Untruthfulness and/or intentional withholding of information on any application, interview, or paperwork associated with the position.

- Tattoos located on the hands, neck, face scalp or head may disqualify an applicant at the discretion of the Chief. Any tattoo that is offensive in nature regardless of location.
- Any body mutilations including plug or gauge style ear stretchers, at the discretion of the Chief
- Any history of racist, sexist, homophobic, or other offensive behavior or social media postings.
- Admission or conviction of immoral conduct or pattern of deviant behavior.
- Admission of any sexual behavior/conduct while at work or being paid to perform job duties.
- Any pattern of repeated abuse of authority, lack of respect for authority or lack of respect for the dignity and rights of others.

This is not intended to be an exhaustive list of background disqualifiers.