



CITY OF STRONGSVILLE, OHIO

NOTICE OF EMPLOYMENT ACCOMMODATION

TO: All Strongsville Applicants for Employment

Any current employee or applicant for employment with a disability, as defined in The Americans with Disabilities Act of 1990 (ADA), who requires reasonable accommodation in order to better perform the essential functions and tasks of his/her job or to fully participate in the employment process, may VOLUNTARILY request such need.

Under the ADA, an INDIVIDUAL WITH A DISABILITY is a person who has:

- A physical or mental impairment that substantially limits one or more major life activities;
 - A record of such impairment; or
 - Is regarded as having such an impairment
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CURRENT EMPLOYEES may VOLUNTARILY advise of circumstances and make such request at any time.

APPLICANTS FOR EMPLOYMENT may VOLUNTARILY advise of circumstances and make such request AFTER an offer of employment with the City to assure that the employment decision criteria used accurately reflects their abilities.

A REASONABLE ACCOMMODATION request may be, however, VOLUNTARILY made by either any time during employment interaction with the City.

The City will make every attempt to accommodate a bona fide need through a REASONABLE ACCOMMODATION process in consultation with you. The City may require documentation supporting the need for the requested accommodation and may refuse an accommodation (requested or provided by you) if it is NOT REASONABLE or causes undue hardship to the City in its public service delivery.

If you require an accommodation, you may advise the Human Resources Director.

ALL REQUESTS ARE MAINTAINED AND EVALUATED CONFIDENTIALLY BETWEEN YOU, YOUR CURRENT OR POTENTIAL SUPERVISOR, AND THE HUMAN RESOURCES DIRECTOR.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER