



Full-Time Patrol Officer

The City of Coleman, an equal opportunity employer, is seeking qualified applicants for the position of a full-time patrol officer for the City of Coleman Police Department. The applicant must be available to work a flexible schedule that includes weekends and holidays. The requirements are as follows:

- Candidates must possess a high school diploma or GED
- Candidates must possess a current Texas Commission on Law Enforcement license
- Candidates must pass a pre-employment drug test and physical

Starting salary for the patrol officer position is \$19.50 - \$26/Hr. depending on experience. This position comes with an excellent benefits package including longevity pay and TMRS retirement with a 7% employee contribution and 2/1 matching by the city. A take home patrol vehicle is provided for patrol officers that reside within the city limits of Coleman, Texas. Additional, pay is offered for patrol officers living inside the city limits, and certification pay is offered for patrol officers possessing intermediate, advanced, and master peace officer certifications. Our schedule includes 12 hour shifts with every other weekend off.

The patrol officer position job duties include but are not limited to:

- Working in partnership with communities, liaising with community groups and individuals
- Providing a visible presence to deter crime and reassure the community
- Responding to calls and requests from the public to assist at incidents
- Keeping the peace at public meetings, social events, processions, trade disputes or strikes
- Diffusing potentially volatile situations with due regard for the safety of all involved
- Conducting initial investigations, gathering evidence, taking statements and complying with relevant legal requirements
- Interviewing suspects, victims and witnesses in accordance with relevant legislation
- Conducting arrests with due regard for the human rights, security and health and safety of detained individuals, members of the public, colleagues and self
- Attending and giving evidence in court and at other hearings
- Completing administrative procedures
- Investigating and attending road-related incidents including collision scenes, vehicle check points and traffic offences
- Enforcing road traffic laws and issuing citations and or warnings for relevant offences
- Dealing with lost or found property
- Enforcing City of Coleman Ordinances

Candidates may apply directly for the position by picking up an application at the City Hall offices (200 West Liveoak Street, Coleman TX, 76834) or may complete an application online via the City of Coleman website at www.cityofcolemantx.us.

Applicants should submit completed applications and resumes to:

ATTN: Human Resources
Coleman City Hall
PO Box 592
Coleman TX, 76834

OR by email to Ashley.crowther@cityofcolemantx.us

APPLICATIONS WILL BE ACCEPTED UNTIL ALL PATROL OFFICER POSITIONS ARE FILLED.