

Description

Patrol Officer

Description: A Licensed Texas Peace Officer

POSITION SUMMARY: Enforces federal, state, and local laws and ordinances under general direction.

Performs various duties to support law enforcement activities as well as provide service to the citizens in an efficient and professional manner.

- Patrols city streets, parks, commercial and residential areas to preserve the peace and enforce the laws and ordinances.
- Detect criminal activities and control vehicular traffic.
- Respond to calls for service; investigate accident scenes, criminal activity reports, civil and domestic disturbances, missing person reports, reports of prowlers and illegal drug activities, etc. and take appropriate actions
- Investigate and report crimes, accidents, property offenses, and existing unsafe conditions in the streets and/or other places.
- Interview suspects, witnesses, and drivers; Secures accident or crime scene and preserve evidence.
- Renders assistances as needed, including the summoning of ambulances and other emergency or law enforcement assistance.
- Issues citations and makes arrests of law violators in accordance with departmental policies and procedure and effective law enforcement techniques
- Prepares a variety of reports and records including but not limited to daily logs, investigation reports, citations, accident reports and arrest reports.
- Testifies in court and communicates with other law enforcement personnel, city Attorney, county prosecutors and district prosecutors as deemed necessary.
- Conducts searches of vehicles, homes, businesses, and other locations for contraband and drugs in accordance with departmental policies and procedures.
- Assist in serving warrants and subpoenas.
- provide Help and information to citizens such as changing a flat tire, directions, traffic safety, crime prevention, referrals, etc.
- Performs escort services for emergency vehicles, funerals, and situations as Assigned.

Required Knowledge and Skills:

- Knowledge of the specific practices and procedures for assigned unit(s).
- Knowledge of police practices, methods, procedures, equipment, and services.
- Knowledge of customer service and public relations methods and techniques.
- Knowledge of computers and related equipment, hardware, and software to prepare reports, maintain and research databases.
- Knowledge of City policies and procedures.
- Ability to acquire skill in the use of firearms, radio equipment, physical defensive tactics and first aid; the ability to acquire skill in the operation of a patrol vehicle and other law enforcement equipment.
- Ability to remain alert at all times and to react quickly, calmly, and rationally in times of extreme stress.
- Ability to prioritize in decision-making and make decisive actions.
- Ability to enforce laws firmly, tactfully, and impartially.

- Operates police vehicle in a safe and courteous manner.
- Must obtain and maintain all required departmental and TCOLE certifications.
- Ability to maintain confidentiality in performance of duties.
- Skill in effective oral and written communications.
- Skill in handling and defusing confrontational and/or hostile individuals.
- Skill in responding appropriately in an emergency situation.
- Skill in implementing and enforcing laws, codes, and regulations to protect the public safety.
- Skill in resolving customer complaints and concerns.

Preferred Education, Experience, and Certifications:

- Must have a high school diploma or GED
- Must be a United States citizen.
- Must be a minimum of 21 years of age.
- Applicants with military experience require discharge be under honorable conditions.
- No felony or Class A misdemeanor convictions; no Class B misdemeanor convictions within the past 10 years.
- Must meet and maintain all regulatory requirements for Texas Police Officer License.
- Must obtain and maintain all required departmental and TCOLE certifications.
- Must pass a pre-employment drug screen, psychological test, physical assessment, criminal background check.
- Must possess State of Texas Driver's License at the time of employment.

Salaries and Benefits:

Competitive salary commensurate with experience, excellent benefits including medical insurance with optional eye and dental insurance, retirement plan with benefits for employees and their dependents.

Pay depending on experience \$20.00 - \$25.00 (Hourly Wage)

Application Deadline:

Position will remain open until filled.

To Apply:

Please email your attached resume as well as supporting documentation to:

Chief.normangeepd@email.com

You may also request an application to be sent you via email.

You can fill it out and submitted/completed to or in person at: