Police Dept. - 214 N. Nueces St., Mathis, TX 78368
City Hall - 411 E. San Patricio Ave., Mathis, TX 78368

Police Patrol Officer - $28.00/Hour

Duties and Responsibilities:

- On rotating shifts assigned to patrol entire city in order to prevent crime and to enforce Federal, State and City laws. Observe, report and act upon conditions conducive to crime and danger such as checking buildings, assisting other officers, enforcing traffic, making arrests, transporting prisoners and investigating crimes. Uses own judgment, determines the nature of a call, investigates the circumstances and takes the necessary or prudent action.
- Provides assistance to the public in emergency and non-emergency situations, administers first aid and requests appropriate medical response, performs crisis intervention in sensitive situations and domestic disputes, educates the public on laws and ordinances, assists citizens with complaints and inquiries, and directs them to the appropriate authority.
- Responds to emergency radio calls and investigates accidents, robberies, civil disturbances, domestic disputes, fights, drunkenness, missing persons, prowlers, abuse of drugs, etc., and takes appropriate law enforcement action.
- Prepares a variety of written and oral reports, investigates crimes, interviews witnesses, victims and suspects, provides feedback to the appropriate people concerning case status, and collects and documents evidence. Appears in court and is available to testify in matters which the officer has knowledge of, whether it be criminal or civil.
- Maintains proficiency in the use of police-related equipment including firearms. Prepares and maintains legible, concise and understandable record of activities. Performs special assignments related to investigations, crime prevention and traffic enforcement. Dresses professionally.

Requirements/Qualifications:

- TCOLE Basic Certification and Texas Driver's License.
- Successful completion of the basic licensing course, passing of the state licensing examination, and appointment by a law enforcement agency.
- High school diploma or equivalency certificate required; college preferred.
- Honorable discharge from the armed forces of the United States after at least 24 months of active-duty service.

Certificate Pay:

- Intermediate - $100.00 per month/ $1,200.00 per year
- Advanced - $200.00 per month/ $2,400.00 per year
- Master - $300.00 per month/ $3,600.00 per year

General Requirements:

- Never been convicted of any family violence offense.
- Not prohibited by state or federal law from operating a motor vehicle.
- Not prohibited by state or federal law from possessing firearms or ammunition.
- Must be a U.S. citizen subject to a background investigation and has been interviewed prior to appointment by representatives of the appointing authority.

Job Type: Full-Time

Salary: $28.00/Hour

Benefits:

- Health Insurance
- Vision & Dental Insurance
- Paid Time Off
- $15,000 Life Insurance provided by the City
- Supplemental Life Insurance available at reasonable costs
- Retirement – 7% TMRS Mandatory Enrollment with 2:1 City contributions
- Education Assistance or Tuition Reimbursement
- Short-Term/Long-Term Disability

Schedule/Shift Availability:

- 12-hour shift
- Day shift (Required)
- Night shift (Required)
- Overnight shift (Required)
- Holidays
- On-call
- Overtime
- Weekends as needed

Education: High school Diploma or Equivalent (Required)

Experience: Law Enforcement for 1 year (Preferred)

License/Certification: TCOLE (Required)

Work Location: In person

JOB OPEN UNTIL FILLED

APPLY on the City of Mathis website by going to:
https://www.cityofmathis.com/jobs.aspx

Download both the Personal History Statement and the Police Officer Employment Application. Once completed, email to hr@cityofmathis.com. For any questions or issues email hr@cityofmathis.com.

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