

**CITY OF GRANITE SHOALS POLICE DEPARTMENT – JOB OPENING
POLICE PATROL OFFICER**

Wage: \$22.00 to \$24.00 / hour DOQ

APPLICATIONS CAN BE LOCATED ON THE CITY WEBSITE: www.GraniteShoals.org



Hello! We, the Granite Shoals Police Department, a professional law enforcement officers to become part of the team and family of a moderately sized, progressive Hill Country Department. This position is new and will be funded effective October 1, 2020.

Granite Shoals is located on the north shores of Lake LBJ just 7 miles west of our sister city, Marble Falls, in Burnet County. The community and city leaders are incredibly supportive and expect the highest level of service from their police department. Our Department will now be an eleven (11) peace officer agency with a working Chief. Our Department is also responsible for providing Animal Control and Code Compliance services to our citizens with appropriate staff in these areas. The total size of our agency including an Animal Control Officer and two (2) Code Compliance staff which brings our team to 14 team members. Our staff is highly educated; two with Masters' Degrees and others with vast life experience and/or military service prior to law enforcement.

Our Department has deep beliefs in proactivity, community-oriented policing, and problem-oriented policing. We believe in working cooperatively with the community to solve problems and address issues that contribute to crime. The Department is incredibly involved with the youth and school in our community. Candidates should bring something to the table to augment our team and beliefs. Candidates must understand and value a customer service driven focus. Candidates should value input from other team members. Candidates must be willing to do more than just take calls or run traffic, such as get out and play with kids in the park, have conversations with citizens, and seek out evildoers by actively stopping suspicious activity. Candidates should have the willingness to work a case from the call, the report, to investigation and on to the grand jury if called upon. Granite Shoals supervisors believe in a "you catch it, you clean it" philosophy. This allows patrol officers to work cases as far as they are comfortable to do so and to have ownership in cases throughout the criminal justice process.

Candidates must be willing to get dirty for training and for real. Candidates must be comfortable working alone and with partners/supervisors. Candidates should be able to know what they know, know what they don't know, and be willing to ask for help. Candidates should understand the idea that "there is more than one way to skin a cat". Candidates should believe in being a lifelong learner with a willingness to continue learning. The staff of the Granite Shoals PD believes something new can be learned from almost any call every day. The Department believes in the idea that problems are just opportunities to learn and grow.

Most of the Granite Shoals staff are TCOLE instructors, including two Advanced Instructors. The Department places a high value on training and providing the best education for our staff. Candidates must not be afraid to speak their mind in a new group and must be able to take constructive criticism. The Department organizational philosophy is based on Servant Leadership, placing others before self. Candidates must have high ethical and moral standards and be faithful to the oath they swear too. Candidates must have sense of humor and be able to laugh at one's self.

Available opportunities to expand experience with optional service on Special Missions Team, lake patrol on 24' center console, 40' incident command vehicle, high water rescue vehicle, and other duties as assigned.

Associated duties include assisting the Animal Control Officer, backing up sister agencies, and attending Department meetings and trainings.

Do you think this sounds interesting?

The City Secretary handles the initial City application. Upon returning the City application, should you be selected, you will be sent a TCOLE Personal History statement and other background information from the police department. Why so much paperwork? We want the best and research candidates to find the right one. The Chief is young and has over a decade with the Department and almost twenty years of total law enforcement experience. Other supervisors have almost as many years in addition to life experiences outside of law enforcement. We balance each other's strengths and weaknesses to be a rock-solid team. We are seeking a Peace Officer with some prior experience, however, we seek the right candidate, so there is a gray area there. It is a plus but not a requirement if you can speak/read Spanish as we have a large Hispanic population.

Granite Shoals offers a modern vehicle fleet of Chevrolet Tahoes and Ford Police Interceptor Utility vehicles with MDC's and printers in every vehicle. The Department provides uniforms, radios, AXON body cameras, Tasers X2s, Glock 17s, AR-15s, body armor, load bearing vest outer carriers, heavy body armor, and City cell phones. We work 12 hour shifts with every other weekend off, rotating schedules day/night. Paid twice a month and 2:1 5% City match TMRS. City provides medical and life insurance for employees. Employees receive 12 paid holidays per year, paid as double time if you are assigned to work a shift on a holiday. After completing a probationary period, employees receive paid sick time and two weeks of paid vacation per year. The new hire will receive an FTO/PPO Training Program 12-16 weeks without prior law enforcement, modified to a lesser time frame depending on experience. Are you excited yet?

If you have questions about this position, please contact Chief of Police Gary Boshears at gab.police@graniteshoals.org or Captain Chris Decker at cmd.police@graniteshoals.org

Here is the Human Resources Information on the position:

Police Officer Position: Open Until Filled

Wage: \$22.00 to \$24.00/Hour DOQ

Duties:

Performs routine patrol duties, including responding to calls, enforcing traffic laws, communicating with citizens, arresting suspects, and preparing reports.

Job Requirements, Education, Training, Experience:

High school graduation or GED equivalent. One year of police experience, preferred. Basic certification from the Texas Commission on Law Enforcement (TCOLE); and valid Texas driver's license.

This is a full-time position with benefits. Applicants may find the city job application at www.graniteshoals.org. After the Chief of Police determines a short list of applicants, these applicants

will interview and will complete the law-enforcement position application, TCOLE PHS (41 pages).

Here is the Job Description:

Police Officer

City of Granite Shoals

Job Description

Department: Police Class No.: 215

Reports To: Police Sergeant Pay Group: 17

EEOC Category: Protective Service Worker FLSA Status: Nonexempt

APPLICANT/EMPLOYEE NOTICE:

This is a general description of the essential job functions for this position. The description provided is not necessarily inclusive of all essential functions, and does not include all duties, responsibilities, and obligations of an employee in this position. Duties, responsibilities, obligations, and functions of one's job can and will, as necessary, change as required by business necessity. The City of Granite Shoals employees will be evaluated in their job performance based on all aspects and functions of their position, whether or not specifically identified in this job description.

Summary

Performs routine patrol duties, including responding to calls, enforcing traffic laws, communicating with citizens, arresting suspects, and preparing reports.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- Patrols city, including responding to service calls, enforcing state mandated laws and city ordinances, and issuing citations;
- Performs traffic duties, including enforcing traffic laws, investigating accidents, and directing traffic;
- Communicates with the public regarding service calls, complaints, and requests for information;
- Monitors and operates communications equipment;
- Makes arrests of suspects;
- Prepares activity and arrest reports;
- Testifies in court as needed;
- Secures crime scenes and may assist in conducting crime scene investigations, including taking photographs and fingerprints;
- Participates in job-related training.

Performs such other duties as may be assigned.

Supervisory Responsibilities:

This is a non-supervisory position.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:

High school graduation or its equivalent. One year of police experience, preferred. Knowledge of State Statutes, city ordinances, and criminal law; department policies and procedures; standard office practices and procedures; community policing theory and application; and first aid procedures.

Skill/Ability:

To Read manuals and interpret policies and procedures; write letters, memos, and instructions; evaluate emergency and other situations and make sound decisions; operate a police vehicle in emergency or high-speed situations; safely and effectively operate a firearm; operate other police-issued law enforcement equipment, including baton, handcuffs, radar unit, and cameras; perform basic mathematical calculations; communicate effectively, both orally and in writing; establish and maintain effective working relationships with other law enforcement and government officials, co-workers, and the general public; and operate a computer using standard word processing and spreadsheet software.

Certificates, Licenses, Registrations:

Basic certification from the Texas Commission on Law Enforcement Officer Standards and Education (TCOLE); and valid Texas driver's license.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the essential duties of this job, the employee regularly is required to sit at a desk or in a vehicle, and frequently is required to stand and walk on various types of surfaces. The employee constantly is required to reach with hands and arms, bend and kneel, and talk and hear. The employee must be able to use hands and fingers to write and/or type tickets and reports into computer and to use a weapon. The employee frequently must lift and/or move objects weighing up to 25 pounds, such as stacks of records or equipment and materials, and occasionally must lift and/or move objects weighing 100 pounds or more with or without the assistance of another officer. The employee must be able to see clearly, with or without vision correction, in close situations, at a distance, and peripherally, and be able to recognize colors and adjust focus. The employee may be called upon to perform acts of intense physical exertion during emergency situations.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the essential duties of this job, the employee regularly is exposed to emergency situations in which there is the possibility of danger or physical injury. The employee frequently must work closely with others as part of a team, and must remain calm and professional in tense, emotionally charged, and stressful situations. The employee is subject to working irregular schedules and overtime on an as-needed basis. The employee occasionally must work under time pressures to meet deadlines and must perform multiple tasks simultaneously (such as safely operating a vehicle, observing situations outside the vehicle, and operating the two-way radio). The employee constantly must present a positive attitude as a role model in the community. The noise level in the work environment is usually moderate, but may be noisy and distracting.

APPLICATIONS CAN BE LOCATED ON THE CITY WEBSITE: www.GraniteShoals.org

You have to mail them back per the instructions on the application. **No faxed or emailed applications will be accepted:**

The City of Granite Shoals

Attention:

Elaine Simpson, TRMC / MMC
City Secretary & Human Resources Manager
2221 N. Phillips Ranch Road
Granite Shoals, TX 78654
Phone: 830-598-2424 ext. 303