

**CITY OF COTTONWOOD SHORES**  
**Human Resources Division**  
3808 Cottonwood Dr.  
Cottonwood Shores, TX 78657

(830) 693-3830 Office  
(830) 693-6436 Fax  
[chief.liendo@cottonwoodshores.org](mailto:chief.liendo@cottonwoodshores.org)  
[www.cottonwoodshores.org](http://www.cottonwoodshores.org)

**EMPLOYMENT OPPORTUNITY ANNOUNCEMENT**

**JOB TITLE: RESERVE POLICE OFFICER**

**DESCRIPTION** The City of Cottonwood Shores Police Department is currently accepting applications for Reserve Peace Officers.

Reserve Peace Officers are under general supervision and are responsible for providing police protection to the citizens and businesses of the City of Cottonwood Shores. The Reserve Peace Officer is a voluntary position with the City of Cottonwood Shores Police Department. Each volunteer must be able to commit the required hours a month and attend training:

**REQUIREMENTS**

- Provides for the protection of life and property within the community and the enforcement of local, State, and Federal, regulations, codes, and ordinances.
- Conducts a variety of duties that include patrol, traffic enforcement, criminal investigation, driving emergency vehicles, and special details.
- At the time of application, you must possess a current and unrestricted Texas Peace Officer's license (Certification) issued by the Texas Commission on Law Enforcement Officer Standards and Education (TCOLE).
- All applicants must be a U.S. Citizen and 21 years of age.
- Valid Class "C" Driver's License with acceptable driving record.
- All qualified applicants MUST complete and submit a TCOLE personal history statement and required documentation.
- Qualified applicants must pass a drug test, psychological and physical examination as well as a criminal background check. (Not required if the applicants have valid L-1 and L-2, and less than 180-day break in service.
- Qualified applicants must submit to Systems (CJIS) fingerprint-based background check and maintain CJIS eligibility.
- All candidates must be of good moral character and able to communicate with the public, and be available for shift work, weekends and holidays.
- Other duties as assigned.
- Preferred: Two-years experienced Peace Officer and Basic Law Enforcement Certificate from TCOLE.

This position is not eligible for other city benefits such as sick leave, vacation or retirement. The City of Cottonwood Shores Police Department is an equal opportunity employer

**CONTACT INFORMATION:**

**Police Division**  
3807 Cottonwood Dr.  
Cottonwood Shores, TX 78657  
(830) 693-1410 - Non-Emergency Number  
[chief.liendo@cottonwoodshores.org](mailto:chief.liendo@cottonwoodshores.org)

**DATE POSTED:** September 11, 2020

**LAST DAY TO APPLY:** OPEN UNTIL FILLED

**Equal Opportunity Employer/Male/Female/Disabled/Veteran**

EOE/M/F/D/V Employer promoting a Drug Free Environment