

THE CITY OF JACKSON IS CURRENTLY ACCEPTING APPLICATIONS FOR THE FOLLOWING FULL- TIME EMPLOYMENT OPPORTUNITY: POLICE CADET

General Summary: The Police Cadet position is a temporary, at-will (contractual), non-union position of up to three (3) years in duration. Cadets will be full-time uniformed (excluding a side arm) employees with excellent fringe benefits. The Police Cadet position is designed to provide an opportunity for a person, not yet qualified for a patrol officer position, to acquire the requisite education and experience to become a patrol officer. Cadets will be actively recruited from graduating high school seniors plus other venues wherein individuals have an expressed interest in a law enforcement career, but are lacking minimum requirements for the patrol officer position. Cadets will be assigned to "patrol" after completing a two week orientation and job shadow experience. This orientation will consist of a combination of classroom instruction coupled with work assignments in all critical support areas of the department to include; records, service desk, evidence management, property management, investigations, etc. Once assigned to patrol, Cadets will enter the "Cadet Training Program" conducted by a field-training officer and, after successful completion, assume Cadet patrol responsibilities. Cadets may be assigned nontraditional hours or shifts, may be assigned to a 80 hour biweekly or 84 hour biweekly schedule, may be required to work holidays and weekends, and may occasionally be required to flex schedules to accommodate presentations, training, etc.

Minimum Qualifications and/or Requirements:

Candidates shall have reached the age of 18, have a high school diploma or GED, have good moral standards and character as evidenced by a thorough investigation and evaluation, and meet minimum medical requirements (similar to those of permanent, full-time patrol officers) within twelve months after appointment as a Police Cadet. Additionally, candidates must successfully pass an oral board interview, a pre-employment physical exam, drug screen, employment and background check.

All City positions require: the ability to read, write, speak, and understand the English language as necessary for their position; the ability to follow written and oral instructions; and the ability to get along with other employees and members of the public. City employees are also expected to possess and maintain a record of orderly law-abiding citizenship, sobriety, integrity, and loyalty as it pertains to and reflects upon their employment with the City; and must be physically and mentally able to perform the essential duties of their position without excessive absences. Cadets must also possess and maintain a valid Michigan driver's license and good driving record at the time of appointment and throughout employment.

Upon passing all pre-employment requirements, Cadets must then be able to successfully complete (2.5 grade point average or better) an approved course of college study at the Department's expense. Course work shall consist of at least six (6) credits per fall and spring semester and at least three (3) credits per summer session. Attendance on duty will generally not be allowed unless extenuating and/or emergency circumstances exist to meet job requirements.

Upon successful completion of the Cadet program, as well as at least sixty (60) hours of college course work (credits from an MCOLES approved police academy can be utilized) or an Associate of Arts degree, the Cadet will be given preference for Patrol Officer hiring. However, this still assumes that they pass all applicable pre-employment tests.

Physical Demands: The physical demands described here are representatives of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individual with disabilities to perform the essential functions. While performing the duties of the job, the employee is frequently required to drive a motor vehicle, stand, sit, climb stairs, walk for long periods of time, use hands and fingers, talk and hear, traverse uneven grounds, and occasionally lift up to 20 pounds. Specific vision abilities required for this job include close vision, peripheral vision, depth perception, color differentiation, and the ability to quickly adjust focus. While performing this job the employee usually works outdoors (including during inclement weather), but is occasionally required to be indoors. The noise level is usually moderate, but sometimes loud.

Additional Requirement: In addition to the above the employee will eventually be required to pass the MCOLES Physical Fitness Test prior to being accepted into a police academy. The employee must maintain a level of physical fitness in order to pass the test when called upon and will be tested periodically while in the position of Police Cadet.

Salary Range: **First Year:\$20,800/yr** **Second Year: \$21,840/yr** **Third Year: \$22,880/yr**

Benefit Package:

- Paid vacation, sick leave, and holidays
- Medical, dental, vision, and life insurance
- Long Term Disability
- Deferred Compensation Plan (457)
- Healthcare Savings Plan.

Date Posted: March 20, 2018

Application Deadline: April 30, 2018 at 5:00PM

To Apply:

- Complete a City of Jackson Employment Application. Applications can be obtained from the Human Resources Division or downloaded from www.cityofjackson.org.
- A resume must accompany the completed employment application.
- Employment applications will be accepted in-person, fax (866-522-9005), email (apply@cityofjackson.org), or by mail at:

City of Jackson
Human Resources Division
161 W Michigan Ave
Jackson, MI 49201

**** EQUAL OPPORTUNITY EMPLOYER ****