

THE CITY OF JACKSON IS CURRENTLY ACCEPTING APPLICATIONS FOR THE FOLLOWING FULL-TIME EMPLOYMENT OPPORTUNITY: **PATROL OFFICER**

General Summary: Under supervision, during varied hours, to patrol assigned district or beat on foot or bicycle, in a police car or other conveyances; to participate in the enforcement of all laws and ordinances, the preservation of law and order, the prevention of crime, the protection of life and property, and the arrest and prosecution of law violators; to investigate and make detailed reports of accidents, and render all possible aid and assistance; operate a police radar or laser unit and engage in the enforcement of traffic laws. To direct pedestrian and vehicular traffic, to check cars for overtime or illegal parking, to see that streets are unobstructed and lighted at proper times; to make investigation of complaints; to aid other city departments as requested; to guide and direct strangers and children, occasionally to assist with clerical and maintenance work; to keep records of arrests and other important incidents; to make daily reports and to perform related work as required; to make public presentations on behalf of the department. To actively engage the community to form partnerships, consistent with the department's values, mission and vision. Must wear approved uniform attire, meet grooming standards, and use approved equipment. Must be certified through the Michigan Commission on Law Enforcement Standards (MCOLES) and have the ability to perform the essential job functions outlined by MCOLES.

Physical Demands: The employee is frequently required to stand, walk, run, sit, use hands and finger, talk and hear, fire various firearms and drive a car. Specific vision ability required by this job include color vision, close vision, including small print peripheral vision, depth perception, and the ability to adjust focus. While performing the duties of this job, the employee usually works outdoors in a variety of weather conditions throughout the City, but is occasionally required to be indoors. The noise level is usually quiet or moderate, but sometimes loud.

Eligibility Requirements: U.S. Citizen; have completed 60 semester or 90 quarter credits from an accredited college or university; must hold current Michigan Commission on Law Enforcement Standards (MCOLES) certification or be eligible for certification prior to application deadline; pass the (MCOLES) reading/writing test and other pre-employment screening instruments. **The City of Jackson will also accept a lateral transfer from other Law Enforcement Agencies.**

Grade/Salary: 82/\$51,043 – \$65,770

- The City of Jackson honors lateral transfers of law enforcement officers with prior experience working as a sworn police officer with powers of arrest for any city, county or state law enforcement agency. Starting salary will be based upon the following:
 - 2 years of experience – \$59,904
 - 3 years of experience - \$ 62,795
 - 4 years of experience - \$ 65,770

Benefit Package:

- Paid vacation leave, sick leave, bereavement leave and holidays
- Medical, dental, vision and life insurance
- Pension Program
- Deferred Compensation Program
- Healthcare Savings Plan

Date Posted: June 24, 2019

Application & Exam Deadline: July 24, 2019

To Apply:

- Complete a City of Jackson Employment Application along with official college/university transcripts or copy of request submitted to the college. Applications can be obtained from the Human Resources Division or downloaded at www.cityofjackson.org.
- A resume must accompany the completed job application.

- Go to www.empco.net/testing and follow the directions to schedule and complete an examination. There is a fee for the test; however, the results are accepted by all participating agencies in Michigan.

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

****EQUAL OPPORTUNITY EMPLOYER****