

**** EQUAL OPPORTUNITY EMPLOYER ****

The City of Jackson is committed to becoming a more diverse, equitable, and inclusive organization. We are dedicated to creating an environment that fully embraces all our differences and shared experiences.

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 or be currently enrolled in a Police Academy where certification through the Michigan Commission on Law Enforcement Standards (MCOLES) is expected upon completion.

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; must either hold current Michigan Commission on Law Enforcement Standards (MCOLES) certification, be eligible for certification prior to application deadline or be currently enrolled in a Police Academy where certification through the Michigan Commission on Law Enforcement Standards (MCOLES) is expected upon completion; and 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.**

It is the policy of the city to promote and encourage the recruitment, hiring, training and advancement of all persons and not to discriminate against any employee or applicant for employment because of religion, race, color, national origin, ancestry, age, sex, sexual orientation, gender identity or expression, familial status, marital status, source or level of income, height, weight, religious or political opinion, union affiliation, and physical or mental handicap unrelated to the individual's ability to perform the duties of a particular job or position.

Grade/Salary: 82/\$54,434 - \$75,504

- The City of Jackson honors lateral transfers of law enforcement officers with prior experience working as a full-time 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 – \$63,877
 - 3 years of experience -- \$ 66,976
 - 4 years of experience -- \$ 70,138
- In addition to the starting salary, police officers hired after October 1, 2021 shall receive a **\$10,000 HIRING INCENTIVE** upon the successful completion of the Field Training Officer Program. The incentive shall be paid in a one-time lump sum contingent upon the employee signing and agreeing to the City's Hiring Incentive Repayment Agreement.

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: November 5, 2021 *(updated October 5, 2022)*

Application Deadline: Open until filled

To Apply:

- Complete a City of Jackson Employment Application. Applications can be obtained from the Human Resources Division or downloaded at www.cityofjackson.org. Please include an official college/university transcript(s) or a copy of such request submitted to the college **if applicable**.
- A resume must accompany the completed job application.
- Job applications will be accepted by fax, email, in person, or by mail.

City of Jackson
Human Resources Division
apply@cityofjackson.org
866-522-9005
161 W. Michigan Ave.
Jackson, MI 49201