

## Job Announcement December 2019

**POSITION:** Police Officer

**CLASSIFICATION:** Full-time, non-exempt, Colorado POST certified officer

**DEPARTMENT:** Police Department

**SALARY RANGE:** \$20.00 - \$24.00 per hour, **DOQ/E**

**WORK SCHEDULE:** Various shift rotations, weekends, holidays

**CLOSING DATE:** December 11, 2019 @ 4:30pm

### **Job Summary:**

The Platteville Police Department is currently accepting applications for Police Officer. Previous, good standing experience is preferred but not mandatory for consideration. Only Colorado POST certification applicants will be considered.

### **Benefits:**

Health Insurance

Dental Insurance

Vision Insurance

FPPA Retirement

Supplemental Insurance Plans

Paid Holidays

Vacation & Sick Leave

**Essential Duties & Job Responsibilities:** *The following statements are illustrative of the essential functions of the job and do not include other nonessential or peripheral duties that may be required. The Town of Platteville retains the right to modify or change the duties or essential functions of the job at any time*

Provides a variety of law enforcement services including patrolling streets, highways and other public places on an assigned shift. Performs activities associated with investigations and crime prevention; writes detailed police reports; collects physical evidence. Assists with filing cases; testifies in court. Provides information, assistance or directions to the public; emphasizes community policing through speaking directly with citizens; performs a variety of public relations and public education duties. Intervenes in disputes, apprehends suspects, makes arrests, issues citations, identifies witnesses, conducts preliminary investigations, and re-establishes law and order at the scene. Interviews and/or counsels involved parties such as witnesses, suspects, students, and parents. Prepares documentation of activities performed and information gathered.

Follows up on cases. Protects and preserves crime scenes. Responds to calls for assistance, including assaults, fights, domestic disturbances, thefts, traffic accidents and traffic control, and other criminal or civil complaints; transports prisoners to detention facilities as necessary. Interacts with other jurisdictions, law enforcement agencies and courts of law. Works a varying schedule and/or shift. May photograph and/or sketch crime scenes and accidents. Performs other duties as assigned.

### **Essential Police Officer Qualifications:**

Twenty-one years of age minimum.

High School diploma or equivalent.

Colorado P.O.S.T. certification.

Valid Colorado Driver's License.

Approved Criminal History check in accordance to P.O.S.T. certification requirements.

Employment / Criminal Background Check.

Drug Screen.

Psychological evaluation.

Polygraph examination.

**General Requirements:**

Understand and comply with Town policies and procedures.

Ability to operate and perform basic computer skills.

Legible hand-writing ability.

Strong organizational skills.

Positive verbal communication skills with employees and general public.

**Working Environment:**

Ability to handle multiple calls of service and inquiries.

Effectively deal with unpredictable situations.

Work effectively in all types of weather conditions.

Effectively communicate and resolve complaints.

Understand and follow supervisory instructions and requirements.

**Physical Demands:**

Ability to successfully complete an employment health exam and drug screen.

Ability to lift and lower an object equivalent to 50 pounds.

Physical requirements related to walking, standing, sitting and running.

Hearing and visual abilities to perform job functions.

General ability to climb, balance, crouch, stoop as necessary during routine functions.

Safe and efficient physical work practices.

**Equal Opportunity Employer:**

The Town of Platteville is a drug-free workplace that provides employment opportunities in compliance with all pertinent federal, state, and local laws and Town values that promote employee participation in the delivery of quality services to and on behalf of the community. Accordingly, the Town is an Equal Opportunity Employer and celebrates diversity in the workforce.

**Interested Persons:**

A Town of Platteville Application for Employment and PD Employment Background Packet is required as part of complete application. Find these forms at: <http://plattevillegov.org/2273/Employment-Opportunities> Please forward a cover letter, resume and **completed** application to: Platteville Police Department, 400 Grand Ave, Platteville, CO 80651 Attn: Chief Carl Dwyer or email your completed documents to [cdwyer@plattevillegov.org](mailto:cdwyer@plattevillegov.org). Application deadline is **December 11, 2019 @4:30pm**. Thanks for applying.