

# **POLICE OFFICER**

## **SUMMARY**

The Village of Surfside Beach Police Department is comprised of individuals that are committed to serving the community through progressive and innovative policing methods. The department is staffed with a Chief of Police, 1 Sergeants, 7 Patrol Officers and 7 Reserved Officers. The Police Department is responsible for a broad range of public safety and criminal justice activities.

The Village of Surfside Beach has a residential population of about 625 which is easily tripled during the Spring Break and Summer seasons. The Village of Surfside Police Department is committed to excellence and service to the people who live and visit our great city.

## **DESCRIPTION**

Under the general direction of the Chief of Police. Enforces law to protect and serve the public. Provides aid to citizens while rendering police services to the public. Patrols a specified area of the City to preserve law and order, to prevent, discover, and investigate the commission of crime, and to enforce motor vehicle operations and parking regulations. Assists in personnel related issues, crime prevention tasks, training programs and other specialized assignments. This is a safety sensitive and/or DOT position. As such, you will be required to participate in random drug testing at the city.

### ***Example of Duties***

A Patrol Officer may be assigned to work in any of the Bureaus within the Police Department. All Patrol Officers will be able to perform the duties of the Operations Bureau Patrol Officer in addition to the specific duties required by the Bureau he/she may be assigned to. All Patrol Officers are subject to be called from their assigned Bureau to temporarily assist the Operations Bureau as needed or directed.

Attendance is an essential function of this position. The City reserves the right to require an employee in this position to work overtime. This position provides services or performs duties for the benefit of the general public during emergency situations. These may include services or duties different from those performed in the usual course and scope of your job. In the event of an evacuation, the incumbent in this position may be required to remain to perform needed services.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** -Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. This is not a comprehensive listing of all functions and duties performed by incumbents of this class; employees may be assigned duties which are not listed below; reasonable accommodations will be made as required. The job description does not constitute an employment agreement and is subject to change at any time by the employer. Essential duties and responsibilities may include, but are not limited to, the following:

### **PATROL:**

- Responds to police calls from dispatcher: house or business burglary, violent felonies, robbery, auto thefts, auto accidents, criminal mischief, alarms, domestic violence, any other reported criminal offense, assistance to elderly or disabled persons who have accidents in the home, drive to the scene; provides protection or assistance or apprehends suspects. (45% of the workday).
- Writes police reports of all calls and incidents; adheres to proper police procedures and files applicable charges. (20% of the workday).
- Patrols City streets when not on an assigned call; checks buildings or homes for burglars; gives traffic citations enforcing traffic laws; assists citizens; and deters crime.(30% of the workday)
- Performs miscellaneous duties including attending meetings; obtaining assignments; compiling reports; appearing in court for testimony; and communicating with other officers or detectives regarding cases;. (8% of the workday)
- Develop and implement both short-range and long-term intervention strategies, evaluate intervention strategies.
- Communicate clearly and concisely both orally and in writing.
- Uphold the Law Enforcement Code of Ethics at all time.
- Performs all other related duties as assigned.

## **MINIMUM QUALIFICATIONS**

### **REQUIREMENTS:**

- Must have a high school diploma or G.E.D. certificate
- Must also be able to read and write English.
- At the time of appointment must be at least 21 at the time of application.
- Not ever have been on court-ordered community supervision or probation for any criminal offense above the grade of Class B misdemeanor or a Class B misdemeanor within the last ten years from the date of the court order.

- Not currently under indictment for any criminal offense.
- Not ever have been convicted of an offense above the grade of a Class B misdemeanor or a Class B misdemeanor within the last ten years.
- Never have been convicted of any family violence offense.
- Not prohibited by state or federal law from operating a motor vehicle.
- Not prohibited by state or federal law from possessing firearms or ammunition.
- Not have had a commission license denied by final order, revoked, currently on suspension for a criminal violation or have a voluntary surrender of license for each license currently in effect.
- Not violate any commission rule or provision of Occupations Code, Chapter 1701.
- Must not be delinquent in any just financial obligations.
- Complete and submit personal history statement.
- Uncorrected vision of at least 20/200 and of at least 20/30 corrected vision.
- Not be related to any employee of the police department.
- Valid Driver's License at the time of appointment.
- If discharged from the Armed Services, have no less than an honorable discharge.

### **REQUIREMENTS**

- Must hold a Basic Peace Officer Certification through the Texas Commission of Law Enforcement (TCOLE)
- ECA Certification (*Required to be completed within 6 months from hire date.*)

### **COMPENSATION**

Starting is market-based and dependent on the experience and overall qualifications of the successful finalist. Other benefits include medical, dental, vision, Life Insurance, participation in the Texas Municipal Retirement System 20 years to retirement, 5-year vesting and 2:1 City match, vacation, sick leave, and holidays.

### **JOB INFORMATION**

- Job ID:07302021
- Location: Surfside Beach, Texas, United States
- Position Title: Police Officer
- Company Name: The Village of Surfside Beach
- Job Function: Police
- Salary: \$20.00 Minimum
- Position Deadline: Open Until Filled