

Job Title: Police Officer Recruit/Police Officer Lateral

Summary of Job Duties:

Performs Law Enforcement, crime prevention work; patrols an assigned area for the prevention of crime, the maintenance of law and order; performs investigative work including special assignments.

ESSENTIAL DUTIES AND RESPONSIBILITIES

This list of duties and responsibilities is illustrative only, and is not a comprehensive listing of all the duties and responsibilities performed.

- Patrols City in radio-equipped car; answers calls for the protection of life and property and the enforcement of City, County and State Laws; conducts preliminary and follow-up investigations of disturbances, prowlers, burglaries, thefts, robberies, death and other criminal incidents as assigned
- Coordinates and conducts complete detailed investigations of all crime activity
- Patrols the City and responds to calls related to traffic incidents and any other required emergencies; observes, monitors and controls routine unusual traffic conditions; assists and advises motorists and enforces traffic safety laws
- Makes arrests as necessary; interviews victims, complainants, witnesses, interrogates suspects; searches and transports prisoners; testifies and presents evidence in court
- Prepares reports of arrests made; activities performed, crimes investigated; and unusual incidents
- Stops drivers who are operating vehicles in violation of laws; warns drivers against unlawful practices; issues citations and makes arrests as necessary
- Maintains contact with citizens regarding potential law enforcement problems and preserves good relationships with the general public and community
- Maintains regular attendance and punctuality
- Performs other duties as required

EDUCATION and/or EXPERIENCE

High School Diploma or GED required

CERTIFICATES, LICENSES, REGISTRATIONS

Must have at the time of hire and be able to maintain a valid Arizona driver license.

Must be a Certified Police Officer at the time of application.

If not Certified must pass POST physical requirements and AZ POST Academy.

Base pay is \$18.37 / hour for non-certified officers enrolled in law enforcement academy. Base pay rates for officers after completion of law enforcement academy will be between \$20.00 and \$23.50, with additional earnings possible based on experience, education, and military service.

The City of Williams offers competitive benefits including an outstanding health insurance package that is 100% funded by the City for full-time employees. Other benefits include PSPRS retirement, training opportunities, uniform allowance, paid vacation, sick leave, dental, vision, life, and short-term disability insurance.

Applications are available online

https://williamsaz.gov/departments_and_services/administration_human_resources

Applications are also available to be picked up in person at the Williams City Hall located at 113 S. 1st Street, or the Williams Police Department 501 W Route 66, Williams, AZ 86046. Please submit your application and resume to pgalvan@williamsaz.gov.

All applicants must be able to complete a pre-employment physical, drug screen, and background check.

The City of Williams is an equal opportunity employer and participates in E-Verify.