

GENERAL

NOTICE

ANNOUNCEMENT CITY OF

RUSSELLVILLE

PATROL

OFFICER POLICE DEPARTMENT

\$9.94 - \$17.86

per hour

DEFINITION OF JOB: Patrols a designated sector of the city of Russellville and responds to complaints. Conducts preliminary investigations and makes arrests for felony and misdemeanors. Serve warrants and subpoenas and testifies in court. Provides traffic control assistance. Performs dispatching duties. Performs other police related duties as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: the city buildings and street system of Russellville; city, state and federal laws; court procedures; first aid; firearms; drugs; HazMat; disaster and emergency procedures; modern police principles, methods and procedures; department rules, regulations and procedures; maintenance and use of weapons; radio codes, surveillance equipment and legal procedures involved with illegal drug cases. Must possess adequate communicative skills both verbal and written. Organizational skills to create and maintain case records, reports and files. Ability to understand verbal and written directives, reports, rules, regulations and policies. Basic math skills to obtain computations for tabulating report totals. Ability to: operate a motor vehicle; read; safely fire a weapon; communicate on telephone and radio; instruct individuals; testify in court; generate written documents such as reports and tickets; see in dimly lit areas; subdue and handcuff a belligerent individual and restrain prisoners; pursue and detail a fleeing individual; bend, crouch; stretch; walk; run; respond to emergency situations on short notice when off-duty; gain and retain respect of public by maintaining a good moral character and performing required duties in an efficient, honest, business-like, and professional manner; do the essential functions of the job as directed in this description. Emotional stability to work in stressful, dangerous situations. Willingness to: work overtime, irregular hours, weekends and holidays; travel and attend seminars and workshops; report to work in clean and neat uniform with appropriate weapon and gear.

QUALIFICATIONS and SPECIAL REQUIREMENTS: Possession of a high school diploma or GED Minimum of 19 years of age Must meet or exceed the minimum requirements established by the State of Alabama Peace Officers Standards and Training Commission Possession of a valid Alabama Drivers License Possess the ability to obtain an Alabama Police Academy diploma or its equivalent.

THE CITY OF RUSSELLVILLE IS AN EQUAL OPPORTUNITY EMPLOYER. ALL QUALIFIED APPLICANTS WILL RECEIVE CONSIDERATION WITHOUT REGARD TO RACE, RELIGION, COLOR, SEX, NATIONAL ORIGIN, POLITICAL AFFILIATION, DISABILITY, OR ANY OTHER NON-MERIT FACTOR. THE CITY OF RUSSELLVILLE ENCOURAGES APPLICATIONS FOR POSITIONS IN ALL PROTECTIVE SERVICE DEPARTMENTS FROM WOMEN IN AN ATTEMPT TO INCREASE THEIR REPRESENTATION IS PROTECTIVE SERVICE DEPARTMENTS.

Applications may be obtained at the Russellville City Hall, Office of the Mayor, 304 North Jackson Avenue. Applications must be returned no later than March 7, 2012 by U.S. Mail to:

The Russellville Civil Service Board P.O. Box 308 Russellville, AL 35653

The appointees will be required to successfully complete a physical examination including drug and alcohol screening prior to employment.