



## TOWN OF COLLIERVILLE POSITION VACANCY

**OPEN TO:** General Public

**TITLE:** Police Officer

**LOCATION:** Police Department

**OPENING DATE:** June 29, 2017

**CLOSING DATE:** Until Filled

**JOB NUMBER:** JN17-30CP

**CLASS CODE:** 0825

**SALARY RANGE:** \$36,000 - \$58,845 (DOQ) with *excellent benefits package*

**FLSA STATUS:** Non-exempt

**Special application required. Must obtain application packet from Human Resources personnel or download the application from the website. Incomplete applications will not be processed.**

**PRIMARY FUNCTION:** This position involves the performance of responsible, general duty police work in protecting the life, persons, and property of the citizens of the Town of Collierville through even-handed enforcement of laws and ordinances.

**QUALIFICATIONS:** An associate degree (60+ semester hours) from an accredited college; or two (2) years' previous experience as a full-time law enforcement officer; or two (2) years of active duty military experience. A degree in Criminal Justice or a related field is preferred, however, majors with a concentration in management, technology, behavioral sciences, physical education or other related fields are acceptable; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Incumbents must be citizens of the United States of America. Incumbents must possess an Honorable Discharge and provide a DD214, if they have prior experience in the Armed Forces. Must possess upon hire or complete within six (6) months of hire the State of Tennessee Police Officer P.O.S.T. certification and maintain appropriate certification throughout employment. Must be in compliance with TCA 38-8-106.

**SPECIAL REQUISITES:** Applicants must have the ability to pass a work-related physical proficiency/agility test, a medical/physical examination, a psychological examination and background investigation.

**LICENSES:** Valid Motor Vehicle Operator's License required at the time of hire.

**NOTES:** The work of this job requires sufficient physical strength, stamina, and ability to pass a work-related physical proficiency test and pre-employment examination. The work is physically demanding, may require lifting heavy objects, and may require working in inclement weather. All new hires must successfully complete a 365-day training and assessment period.

Selection process may include: examinations, interviews, assessment centers, practical skills, etc. Drug testing may be required.

**WE REGRET WE ARE UNABLE TO ANSWER ALL INQUIRIES. WE WILL ONLY NOTIFY CANDIDATES SELECTED FOR TESTING OR INTERVIEWS.**

**APPLY:** Submit an original Town of Collierville application to the following address: Human Resources, 500 Poplar Avenue, Collierville, TN 38017. Applications are available to download at [www.collierville.com](http://www.collierville.com) under Employment Opportunities, or you may obtain one from our Human Resources Office. Applications must be submitted either by mail or in person to the above address. The Human Resources Office is open Monday – Friday, from 8 a.m. – 5 p.m. We are unable to accept faxed or emailed applications.

**NOTES:** Please submit a new application each time you apply for a Town job. Pursuant to Tennessee open records law, applications and resumes are subject to disclosure.

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THE TOWN OF COLLIERVILLE IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE IN HIRING. MINORITIES, WOMEN AND DISABLED ARE ENCOURAGED TO APPLY. IF YOU HAVE A DISABILITY AND REQUIRE SPECIAL ACCOMMODATIONS DURING THE SELECTION PROCESS, PLEASE NOTIFY THE HUMAN RESOURCES OFFICE AT (901) 457-2290. THE TOWN OF COLLIERVILLE IS A DRUG FREE WORK PLACE.