Post-Certified Police Officer

**Department:** Police Department

**Compensation:** 5-step pay program. Starting - $66,514, Step 1 - $72,286, Step 2 - $78,059, Step 3 - $83,831, Step 4 - $89,604, Step 5 - $95,376. Plus $10,000 bonus / $5,000 a year / stay 2 years. FLSA Non-Exempt

**Hours:** Varies. Shift Work. 12-Hour Shifts

**Deadline:** Open until filled

**Duties and Responsibilities:**

Please only apply if you are Post-Certified.

* Performs a variety of law enforcement services including patrolling streets and other public places on an assigned shift/ performs activities associated with investigations and crime prevention; write detailed police reports; collects physical evidence.
* Protects and preserves crime scenes.
* May photograph and/or sketch crime scenes and accidents; assists with filing cases, testifies in court.
* Provides information, assistance or directions to the public; 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 reestablishes law and order at the scene.
* Prepares documentation of activities performed and information gathered. Follows-up on cases.
* 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.
* Performs additional duties as assigned.

**Minimum Requirements:**

* Knowledge of applicable City County, State and Federal statues, regulations, ordinances and codes.
* Knowledge of and ability to apply appropriate self defense techniques.
* Skill and proficiency in proper use of firearms and weapons.
* Skilled in the safe operation of assigned police vehicles.
* Ability to prepare accurate and concise reports and records that may be used as evidence in courts of law.
* Ability to use standard computer equipment and software including data base management, spreadsheet applications, etc.
* Ability to establish and maintain effective working relationships with City management, employees, other law enforcement agencies, citizens and the general public.
* Must have a high school diploma or equivalent.
* Minimum of 21 years of age at the time of appointment.
* Must be certified as a Colorado Peace Officer.

**Additional Qualifications:**

* No felony convictions
* Must pass thorough background investigation including drug screen, voice stress analysis, psychological evaluation, review of driving record and pre-employment (post job offer) physical examination.
* Valid Colorado Drivers License and good driving record

**More Information:**

**How to apply:**

1. Complete Federal Heights online employment application here:  [Employment Application](https://docs.google.com/forms/d/e/1FAIpQLSe4K00vzVGtd_6QFJdV4P6LNKiBqR4QFI4P_j_n-vCTpBUuZQ/viewform).

2.  Send letter of interest and

3.  Send resume to Human Resources:

* [hr@fedheights.org](mailto:hr@fedheights.org)
* Mail or drop off to 2380 W. 90th Avenue, Federal Heights, CO 80260;
* Fax to 303-428-3298

Successful applicants for all positions must pass a pre-employment drug screening and background check. Police and Fire Department positions require additional pre-employment testing.

*The City of Federal Heights is an Equal Opportunity Employer.*

The City of Federal Heights provides the following benefits to employees: 11 holidays, vacation accruals for full-time employees are based on years of service from 6.67-13.33 hours per month. Full-time firefighters accrue vacation based on years of service from 12-18 hours per month.  Full-time employees accrue sick leave at the rate of 8 hours per month of service to a maximum of 960 hours. Part-time employees accrue sick leave at a rate of 1 hour per 30 hours worked. Regular full-time employees, except for police officers and firefighters, are required to participate in the City’s 401(a) retirement plan. A voluntary 457 plan is also available to all regular employees.  Police Officers and firefighters participate in a State-approved retirement plan, FPPA.  The City of Federal Heights offers both short-term disability and long-term disability to its regular and part-time employees. Police officers and firefighters are eligible for long-term disability benefits in accordance with the terms and conditions set forth by the State of Colorado’s Fire and Police Pension Association (FPPA).  The City of Federal Heights offers life insurance benefits to all full- and part-time employees. Part-time employees must work a minimum of 30 hours per week to be eligible for life insurance benefits. The City also offers a voluntary life insurance plan for employees to purchase additional life insurance.  Regular and part-time employees are eligible for City of Federal Heights benefits the first of the month after their hire date. Part-time employees must work at least 30 hours per week to be eligible for pro-rated benefits.   Medical benefits are offered through Colorado Employers Benefit Trust (CEBT), which is self-funded multiple employer trust that currently provides employee benefits for over 300 public entities, school districts, and colleges. The City of Federal Heights offers the choice of three medical plans through CEBT. Employees can choose from an EPO, PPO, or Kaiser HMO plan.  Vision insurance is provided through VSP, and dental benefits are offered through Delta Dental.