

# DeKalb County Human Resources

## Job Announcement

an Equal Opportunity Employer

### Police Officer - 3080

**Open Competitive**

**Applications accepted: Indefinite**

**Annual Salary Range: \$36,852 - \$59,304**

**General Information:** The beginning salary is based on a combination of education, certifications and related work experience. Names of candidates passing all evaluation phases are placed on an eligible register. Recency of experience may be a determining factor. Eligibility is valid for a maximum of one year.

**Benefits:** 15 days vacation; 13 days sick leave; 10 paid holidays and merit salary increases, subject to funding; medical group insurance options; pension plan; opportunities for promotion; deferred compensation plan.

**Physical Ability:** Successful completion of a job related physical examination by a County Examining Physician is required. Incumbents of this classification are subject to random drug and alcohol testing. **DeKalb County does not discriminate on the basis of disability.**

**Applications** must be filed with DeKalb County Human Resources no later than closing date. All applications, including those for promotional and transfer positions, must be completed in their *entirety*. **Failure to give complete and detailed information, including dates of employment and salary history, will result in your application being disqualified.**

**Main Office:** 1300 Commerce Drive  
Room 100  
Decatur, GA 30030  
(404) 371-2332  
Hours: 8:30 am - 5:00 pm

**Field Office:** 4380 Memorial Drive  
Suite 400  
Decatur, GA 30032  
(404) 508-2530  
Hours: 8:00 am - 4:30 pm

#### **Evaluation Will Consist Of:**

- \* Education
- \* Experience
- \* Driver's License
- \* MVR Review
- \* Drug Screening
- \* Physical Agility
- \* Polygraph/Background Investigation/Fingerprints
- \* Written Test
- \* Oral Interview
- \* Psychological Testing

**Minimum Requirements:** High school diploma or GED. Must be 20 years of age, a citizen of the United States and possess and maintain a valid Georgia driver's license.

**Essential Functions:** The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Attends classroom, field and on-the-job training sessions including weapons use, high speed/defensive driving, the study of criminal/traffic laws, codes and ordinances, traffic control, the use of communications and speed monitoring equipment, self defense, booking procedures, evidence collections, first aid, report preparation, etc.; responds to calls for assistance and/or help; patrols all assigned areas for enforcement of laws and prevention of crime; issues warnings, citations and/or arrests violators; investigates suspicious conditions, activities or persons and takes appropriate action; watches for and makes investigations of wanted/missing persons or stolen property; investigates and prepares a detailed report of traffic accidents.

**Work Schedule:** Employees may be required to regularly work on various shifts, weekends and/or holidays as deemed necessary by the employing department. The working test period for this classification is twelve (12) months.

Date posted: July 11, 2011

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