



CITY OF  
**HEREFORD**

**JOB ANNOUNCEMENT**

**JOB #005-22**

The City of Hereford will accept applications for the following position:

**CERTIFIED POLICE OFFICER**

**Salary: \$4,110.00 - \$4,996.00 per month**

**DUTIES:**

- 1) Responsible for enforcement of all City, State and applicable Federal Laws
- 2) Protect and serve citizens equally
- 3) Patrol an assigned geographical area and observe for criminal activity
- 4) Confront persons in the act of committing offenses and accomplish arrests within approved procedures
- 5) May be required to use physical or deadly force to overcome violent offenders
- 6) Will be required to mediate and resolve domestic violence situations
- 7) Will be required to investigate traffic accidents
- 8) Will be required to issue citations to traffic violations
- 9) Will be required to respond appropriately in a number of diverse situations including emergencies and non-emergencies
- 10) Must be able to take written statements from citizens and complete reports from those statements
- 11) Must be able to complete other tasks and responsibilities as assigned

**Employee will report to Superior Officer / Shift Commander**

**KNOWLEDGE, SKILLS AND ABILITIES:**

- 1) Must have completed the Basic Peace Officer's Certification as required by the State of Texas
- 2) Must be knowledgeable in the laws of the State of Texas
- 3) Must be able to read, comprehend and enforce the ordinances of the City of Hereford
- 4) Must be able to communicate orally and in writing in English. Bi-lingual abilities in Spanish are desirable but not required
- 5) Must be able to meet the **Physical Demands and Work Environment** description as provided in this job announcement

**CERTIFICATES & LICENSES:**

- 1) Must have certificate as law enforcement officer in the State of Texas or be eligible to obtain a peace officer license within 30 days
- 2) Must have a valid Texas Driver's license or be able to obtain one within 30 days

**OTHER:**

- 1) The applicant will be subject to the successful completion of the following:
  - A. An oral interview board
  - B. A thorough background investigation
  - C. A psychological examination and physical examination as determined by the Department

The applicant chosen for this position shall be required to submit to a pre-employment drug test.

This job is open to *anyone*.

Applications will be accepted *until job is filled*.

**The City of Hereford is an Equal Opportunity Employer**

All employees of the City of Hereford are employees at will and as such have no property interest in employment or any expectation of continued employment, promotion or any personnel benefits including but not limited to sick leave, vacation leave, compensating time off and disability, life and group health insurance.

## PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job or which the employee will encounter. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is subject to prolonged periods of sitting and driving and is frequently required to stand, walk, run, reach, climb, kneel, stoop, crouch, crawl, and bend over. The employee must have adequate manual dexterity and coordination to operate a police vehicle, firearms, police radio, and other police equipment. The employee must have normal vision and hearing. The employee must frequently lift and/or move objects weighing up to 25 pounds and occasionally lift or move objects or persons weighing more than 100 pounds. The employee will work both indoors and outdoors in extreme temperatures including heat, cold, and during inclement weather conditions. The employee is occasionally exposed to personal risk while working in dangerous and life-threatening situations and while driving or riding in a police vehicle at high rates of speed. The employee is exposed to personal risk while working with persons under the influence of drugs and alcohol, convicts, and felons. The noise level of the work environment ranges from generally quiet to moderately loud when working in emergency situations.