

# Job Description

The Clinton Police Department is an organization of well-trained, dedicated and disciplined men and women who work together to make Clinton a safe community to live and work. The Clinton Police Department is a professional law enforcement agency dedicated to providing unparalleled service to the community we serve. The testing and selection process is very competitive. We encourage applicants to review our eligibility requirements and prepare as much as possible.

Please visit our Webpage for more information

<https://www.clintonms.org/departments/finance-administration/job-openings/>

## **JOB RESPONSIBILITIES**

- Patrols a designated area of the Urban Municipal Government to preserve law and order, to prevent and discover the commission of crime, to direct traffic, to reduce traffic accidents and to enforce laws and ordinances.
- Responds to calls and complaints involving automobile accidents, burglaries, neighborhood disturbances, domestic violence situations, reckless drivers, vandalism and other misdemeanors and felonies; makes decisions as appropriate.
- Secures the scene of a crime or accident; administers first aid; lifts latent prints; gathers and identifies evidence; makes photographs and diagrams on the scene; obtains witnesses; and makes arrests.
- Conducts criminal investigations of homicides, rapes, burglaries, robberies, frauds, thefts, assaults, vices and other crimes.
- Responds to calls in an off-duty capacity when required.
- Serves warrants, summonses, subpoenas and other legal notices; issues traffic citations; and prepares traffic accident and criminal offense reports.
- Testifies as a witness in court in connection with arrests and citations made.
- Provides information on laws and ordinances and general information to citizens, listening to complaints and counseling citizens as assigned.

## **SPECIAL REQUIREMENTS**

Applicants must be able to perform all the essential job duties, including but not limited to: having the physical strength and agility necessary to do police work, which includes the ability to work outdoors in all weather conditions and exposure to hazards; standing, lifting, carrying, walking, running, bending, and effectively dealing with resistance from arrestees.

## Job Requirements

- Applicants must have a High School Diploma or GED certificate, Associates Degree preferred.
- College Transcripts (if applicable).
- Must be a U.S. Citizen and at least 21 years of age. □ Possess a valid driver's license with the ability to operate motor vehicles. □ No felony convictions.
- Must be a person of sobriety, integrity, and have been a law-abiding citizen.
- Must maintain a law-abiding lifestyle.
- No convictions of a serious misdemeanor.
- No illegal drug use or use of scheduled drugs (not prescribed to the applicant).
- Have not been involved in the cultivation, manufacturing, distribution and/or trafficking of illegal drugs or substances.
- Have not been fired or forced to resign within the twelve months prior to the application date and during the hiring process.
- Have a driving history that reflects careful, prudent and law-abiding operation of a motor vehicle.
- Have not been prohibited by federal or state law from possessing a firearm.
- Have not had certification as a peace officer permanently revoked in another state.
- Not have any tattoos, brands or body piercing which are visible above the uniform collar (head, face, neck) or hands while wearing regulation uniforms and not have any other visible disfiguring body alterations.
- Have not received a dishonorable discharge, or general discharge under other than honorable conditions if having served in any branch of the armed forces of the United States.
- Veteran applicants must verify service dates by submitting Form DD 214.
- Must possess physical strength and agility necessary to do police work, which includes the ability to work outdoors in all weather conditions and exposure to hazards.
- Subject to weekend, holiday, shift work, and call-back duty.
- Must remain drug and alcohol free when reporting to work, while at work, and when engaged in any work activity.
- Drug testing before employment and will require a post-offer pre-employment (fit for duty) physical.
- Anyone with sexual abuse or other similar or related offenses or incidences with minors will not be considered for employment.

**Job Title: Police Officer - Recruit**

**Opening: January 15, 2018 - TBD**

**Salary: \$27,500 Recruit Salary**

**(After Academy Graduation & Probationary Period – \$29,000)**

**Job Type: Full-time**

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The Mississippi Law Enforcement Officers Training Academy is located at 3791 MS-468, Pearl, MS 39208.

**Minimum Requirements:**

- High school diploma or GED certificate, Associates Degree preferred
- Be a minimum of 21 years of age
- Be a U.S. citizen
- Have a valid driver's license
- Not prohibited by federal or state law from possessing a firearm
- Not have been convicted of a serious misdemeanor
- Never been convicted of a felony
- Not had certification as a peace officer permanently revoked in another state.
- The department currently has seasonal uniforms. Tattoos, body art, body piercings, or brands that are extremist, indecent, sexist, or racist, gang affiliation(s), supremacist, discriminatory or symbolize drug use are prohibited, regardless of location on the body, are prohibited.
- Not received a dishonorable discharge, a bad conduct discharge, or discharged with other than honorable conditions from any branch of the United States military or Coast Guard

**Benefits:**

Flexible Benefits Package: Health, Dental  
Life Insurance, Disability Insurance  
Retirement Plan: 30 years of Service (MS  
Public Employees Retirement System  
Overtime Pay: Paid at time and a half (1.5)  
current rate of pay  
Residential police academy  
Deferred Compensation Plans  
Sick Leave  
Vacation  
Holiday pay

Promotional Opportunities  
Fixed Shifts (12 hr.)  
Take Home Vehicle (Per  
Departmental Policy)

Opportunity for assignment to a  
specialized unit after two years  
Uniform Allowance (All  
uniforms and equipment  
provided while in the Academy)  
Fitness Facility available  
Formal Training Program