

JOB ANNOUNCEMENT FOR THE CITY OF EAGLE LAKE

POSITION: POLICE SERGEANT

Summary of Position:

The Police Sergeant is under the direction of the Chief of Police and will serve as Patrol Sergeant and assist the Chief of Police in planning, organizing, directing and controlling the operations of the department. Performs a variety of law enforcement and crime prevention tasks and investigative work to ensure the safety and security of municipal streets, buildings, residences, and neighborhoods within the city limits of Eagle Lake. Perform and assist with criminal investigations, secure crime scenes and preserve evidence, and cooperate with other law enforcement agencies in matters relating to the apprehension of offenders and the investigation of offenses. Responsibilities include responding to emergency calls when dispatched and taking proper action, conducting patrol, educating public on crime safety/prevention, and performing other tasks related to Police Department activities. Officers must maintain firearm proficiency and bi-annual in-service training as required by TCOLE. The department's strategy of policing is focusing on building relationships with members of the community to make the city safer and deter crime.

Additional Assignments within this rank may include, but are not limited to:

Patrols assigned areas to prevent crime, enforces the laws and City ordinances, and responds to emergency calls and complaints. Directs traffic, operates radar monitor equipment, and issues traffic citations. Conducts initial investigations of traffic accidents and crimes against persons and property. Duties also include service of warrants, making arrests, and appearing in court as required. Reviews current workload and develops work schedules. Performs other duties as required by the Chief of Police.

Qualifications Required:

- * Ability to communicate effectively both orally and in writing, bilingual (English and Spanish) is preferred, but not required. Must be able to understand and follow oral instructions, department policy, procedures, rules, regulations, and laws of the State of Texas.
- * Permanent Texas Peace Officer License issued by TCOLE, Intermediate Certification or higher. High School diploma or GED, college credit hours a plus, but not required.
- * Must have five (5) years of previous law enforcement experience, one (1) year at the Sergeant/Supervisor level or higher and/or one (1) year as a police officer supervisor/squad leader (non-middle management level).
- * Good knowledge of criminal laws and ordinances; skill in the use and care of firearms, vehicles, and related equipment, and the ability to gain compliance with the law in a positive manner.
- * Valid Texas Driver's License with a good driving history. No history of substance abuse, arrests, or convictions.
- * All candidates must possess high moral character with references. Candidates must be able to work 12-hour patrol shifts in all kinds of weather conditions on weekends and/or holidays.
- * Qualified applicants must complete and submit a TCOLE Personal History Packet, a complete employment application and a resume.
- * Qualified applicants must pass drug screening, background investigation, and be physically and mentally able to perform job functions.

Pay Range:

Starting Hourly Rate: \$25.61, \$57,263.04 annual salary.

Signing Bonus: Officers with less than 2 years' experience - \$5,000

Officers with 2 or more years' experience - \$6,000.

Highlights of our Agency:

- Police Certification Pay Incentive: Intermediate, Advanced, Master.
- Paid: Vacation, Holiday and Sick. (Vacation accrual and holiday leave are provided in accordance with current Personnel Policies and FLSA)
- Insurance: Employer paid health, dental, vision, life/ADD
- TMRS Retirement: Employee contribution 6%, City match 2:1, 5-year vesting

Application Deadline: Open until filled. Applications available online www.coeltx.net

Contact: Kris Abbott (979) 234-2727. Email: chief@coeltx.net

Please submit a completed application and resume via e-mail, in-person or by mail.
Qualified applicants must also complete and submit a TCOLE Personal History Packet.

**Applications are available at City Hall
P.O. Box 38 (mailing)
100 East Main Street (physical)
Eagle Lake, Texas 77434
(979) 234-2640**

This job description is not intended to be construed as an exhaustive list of responsibilities, duties and skills required. City management has exclusive rights to alter this job description at any time without notice. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. This document does not create an employment contract, implied or otherwise, other than an 'at-will' relationship.

The City of Eagle Lake is an Equal Opportunity Employer and encourages applications from eligible and qualified persons regardless of race, gender, color, religion, national origin, age, disability, sexual orientation, or gender identity.

The City of Eagle provides reasonable accommodations to applicants with disabilities on a case-by-case basis.

If you need a reasonable accommodation for any part of the application or hiring process, please contact the City of Eagle Lake at (979) 234-2640.

Posted 5-24-2022