TOWN OF CHILMARK

CHILMARK, MASSACHUSETTS

www.chilmarkma.gov

TOWN OFFICES:
Beetlebung Corner
Post Office Box 119
Chilmark, MA 02535
508-645-2100
508-645-2110 Fax

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Asst clerk
CHILMARK TOWN CLERK

Position Vacancy Notice

POSTING DATE: 18 November 2015 START DATE: 4 January 2016

TITLE: **Police Patrolman**

INITIAL RATE OF PAY: **GRADE 9**: Step 1 $28.35/hr. Step 3 $30.36/hr.

FULL-TIME: **40+ Hours a week 2088 hrs/yr.**

BENEFITS: Town pays 75% Health and Life Insurance, County Retirement System, voluntary Deferred Compensation and Dental plans, Sick Time, Vacation Time, (2) Personal Days, Eleven Holidays and Three ½ day Holidays, EAP.

SUMMARY OF DUTIES: Preserve and maintain peace and order. Enforce laws of the Commonwealth and by-laws of the town to protect persons and property. Act in the prevention and detection of crime and delinquency. Investigate all complaints reported and when appropriate, interview witnesses and suspects, apprehend offenders, gather evidence prepare for court proceedings and testify in legal actions when required. Participate in crime prevention and public safety programs when requested by superior officers. The Town looks for effective and proactive community policing from its police department and welcomes applicants who have the interest and aptitude to participate in such activities. Obtain and maintain all training required or recommended by the Commonwealth and/or superior officers. Provide protection to individuals in danger of harm. Be prepared to assist in medical emergencies with first responder service. Coordinate efforts with superior officers to update, maintain and implement departmental procedures.

REQUIREMENTS:

- Police Academy Certification, or ability to achieve same within one year.
- Must have ability to handle police actions promptly, tactfully, and impartially.
- Working knowledge of principles and practices of police administration and of approved police methods and procedures.
- Must have working knowledge of town and state by-laws and laws affecting police work.
- Ability to lead and supervise subordinates.
- Tact and the ability to communicate effectively with town employees, state and local officials, and the general public.
- Maintain good public relations.

SPECIAL CIRCUMSTANCES AND REQUIREMENTS:

- Applicant will be subject to a background check and be available for an interview.
- Work may be performed under hazardous conditions.
- Shortly after beginning employment, applicant will be required to attend an approved municipal police training academy (approximately 22 weeks) unless applicant has already completed academy training or receives a waiver from the Massachusetts Criminal Justice Training Council. Failure to complete successfully will result in termination of employment.
- Applicant will be required to attend other courses as required by the Massachusetts Criminal Justice Council (Annual Firearms Training, Suicide Prevention, First Responder (first aid), etc.
- As required by statute, applicant must not smoke any tobacco products.

QUESTIONS: Contact Chief Brian Cioffi, Chilmark Police at 508-645-3310 or bcioffi@vineyard.net

APPLICATIONS: Available at the Selectmen's Office, 508-645-2101 or jobs@chilmarkma.gov

DEADLINE: Completed Applications with a cover letter and resume should be submitted to the Selectmen's Office by **2:00 PM on Tuesday November 30, 2015.**
Interviews will be on Tuesday December 1st, 2015.