

Community Service Officer Job Opportunity

February 2017

Community Service Officers are non-sworn employees of the Palos Hills Police Department. Community Service Officers perform a variety of field-work in support of basic police operations.

QUALIFICATIONS:

Requirements for this position are as follows:

- Must have High School Diploma or GED equivalent.
- It requires a valid Illinois driver's license, with an acceptable driving record.
- Applicants must be at least 18 years of age.
- Applicants must be of good moral character and of temperate and industrious habits.
- The ability to be trained in modern police methods, practices and procedures. The ability to satisfactorily complete departmental training requirements.
- All applicants must provide enough information for a thorough background check and pass that background check.
- All applicants must be able to operate personal computers and applicable software programs, motor vehicles, telephones, mobile radios, fax and copy machines.
- The ability to learn city streets and building locations.
- The ability to work in all types of weather conditions.
- The ability to work with minimal supervision.
- The ability to follow oral and written instructions.
- The ability to learn and maintain a working knowledge of City ordinances and State Statutes.

Notice

- This position is for a part-time community service officer.
- Work schedule can involve working days, afternoon, and midnight shifts, to include weekends.
- Current pay rate for Community Service Officer is \$18.25 per hour.
- If interested, please request an application at the Palos Hills Police Department located at 8555 W. 103rd Street Palos Hills, IL 60465 between the hours of 9:00AM and 5:00PM Monday – Friday.