



Chief of Police  
Herman Nixon

# WILLIAMS POLICE DEPARTMENT

501 W. ROUTE 66 • WILLIAMS ARIZONA 86046

(928) 635-4461

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## Police Officer

The Williams Police Department is accepting applications for the position of police officer. Starting salary \$42,000.00 annually laterals may start at a higher rate, plus \$1,500.00 uniform allowance annually. Must meet all AZPOST standards including physical standards. Application and AZPOST background paperwork must be submitted to be considered for position. Applications can be picked up at 501 West Route 66, Williams AZ, 86046. Position open until filled.

*The City of Williams is an Equal Opportunity Employer*



# CITY OF WILLIAMS

## POLICE OFFICER- LATERAL

Starting \$42,000.00

No academy, written and physical agility test waived

5 years experience preferred

AZPOST certified

Accelerated FTO

**OPENING DATE: September 4, 2019      CLOSING DATE: open until filled**

Applications reviewed daily

**SUMMARY:** Under general supervision, enforces all laws of the State of Arizona and the City of Williams; maintains law and order, enforces criminal and traffic laws, patrols specific assigned area and responds to emergency calls to protect life and property and to ensure the safety of the citizens of Williams. Performs related duties as assigned

**ESSENTIAL FUNCTIONS:** (Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics, This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.)

### **DUTIES AND RESPONSIBILITIES:**

- Enforces the civil and criminal laws of Arizona;
- Patrols assigned area of the City for the purpose of law enforcement, control and security;
- Takes citizen complaints such as animal disturbance, suspicious vehicles and persons, accidents, assaults, homicides, thefts, criminal mischief, burglaries, 911 hang-ups, runaway etc.;
- Enforces traffic laws including school zones, construction zones, subdivisions, and city roads
- Follows up on cases being investigated; assists other agencies (e g., fire, EMS, Department of Public Safety); testifies in court as needed.
- Maintains patrol vehicle and equipment issued; observes activities while on patrol;
- Performs public relations activities as requested;
- Protects victims of crimes from further violence;
- Assists detectives and supervisors as needed;
- Maintains a high profile in the community;

- Issues citations for speeding, reckless driving, failure to yield, failure to stop at a red light, running a red light, etc.;
- Takes reports from victims or witnesses; types report returns phone calls;
- Provides traffic control in high traffic areas and school zones.
- Responds to major traffic accidents and assists medical personnel with the injured;
- Performs civil standby to ensure no violence occurs between members of the public;
- Checks businesses during closed hours;
- Communicates with the public; takes reports on property damage;
- Answer civil questions;
- May assist the public with non-law enforcement related problems;
- Secures crime scene;
- May take fingerprints, photographs, or collect evidence;
- Processes film and turns over to investigators;
- Operates radar and other devices used in speed detection of vehicles.
- Attends training and continuing education programs to stay abreast of laws, police practices and technology;
- Serves warrants and/or civil papers as directed;
- May operate intoxilyzer, take readings and record results;
- May be assigned responsibility for training other officers in the field in one or more specific areas of law enforcement;
- May be assigned to special assignments such as K-9 Officer, Training Coordinator, School resource officer, etc.

### KNOWLEDGE SKILLS AND OTHER CHARACTERISTICS:

Knowledge of:

- The principles and practices of modern law enforcement, including the principles and practices of traffic control, patrol, criminal investigation, and crime prevention.
- Departmental rules and regulations and applicable federal, state, and local laws and ordinances.
- The practices and methods of criminal investigation and identification.
- all types of firearms, communications equipment, and automobiles used in law enforcement.

Skill in:

- Understanding and interpreting complex laws, rules, regulations, policies, and guidelines.
- Analyzing situations quickly and objectively to determine the proper course of action.
- Maintaining calm during emergencies.
- The use of assigned weapons.
- Negotiations.

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT: Work may involve moderate to heavy work in all types of weather. There is occasional need to run, stand, stoop, walk, lift heavy objects (over 100 pounds) and perform other similar actions during the course of the workday. The City of Williams promotes a drug/alcohol free work environment through the use of mandatory pre-employment and post employment random drug testing.

MINIMUM QUALIFICATIONS: The equivalent of a High School Diploma or GED with some college preferred. Valid driver's license and satisfactory motor vehicle record. Must be Arizona Post certified or have the ability to obtain certification at time of hire. Must successfully complete an extensive background investigation including polygraph, psychological and medical exams.