



Chief
of
Police

WILLIAMS POLICE DEPARTMENT

501 W. ROUTE 66 • WILLIAMS ARIZONA 86046

(928) 635-4461

FAX (928) 635-1415



Police Officer Recruit/Lateral

The Williams Police Department is accepting applications for the position of Police Officer. Starting salary is \$45,094.40 annually. Laterals may start at a higher rate depending upon experience. In addition, a \$1500.00 uniform allowance is given annually. Applicants must meet all AZPost standards, pass a full background check and a polygraph. Applications can be picked up at the Williams Police Department at 501 W Route 66, Williams, AZ 86046 or by contacting sdaly@williamsaz.gov. Position is open until filled.



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Police Officer Job Description Police Officer I

Job Classification: Grade 7

\$45,094.40 - \$58,635.20

DEFINITION

Under general supervision of the Police Chief or his designee, performs police work, police support service work, or investigative police work of average difficulty on a general assignment basis in all units of the department and performs related work as required.

TYPICAL TASKS (Including but not limited to)

Assist in the patrol of regular or high crime rate areas assigned. Maintaining order, enforcing laws, and protecting life and property. Assist in surveillance work. Assist in riot and crowd control. Assist with initial and supplementary investigation of crimes. Assist in the identification, collection and preservation of evidence. Assist in the execution of various writs, the service of various civil and criminal subpoenas, and other court orders. Apprehends persons who violate the law. Interview witnesses and suspects. Interrogates criminals. Makes arrests. Processing and transporting persons arrested. Keeps records and prepares police reports. Appears in court as a witness. Operate and maintain photo, laboratory and fingerprint files processes. Performs crime scene photography and evidentiary photography. Maintain chain of evidence on all evidence pertinent to criminal investigations.

KNOWLEDGE, SKILLS AND ABILITY

Where applicable, knowledge of police principles, practices, methods, techniques and use of equipment. Knowledge of relevant laws, rules and regulations. Some knowledge of city geography.

Ability to learn and apply police principles, practices, methods, techniques and use of equipment to work as required. Ability to act with judgement in emergency situations. Ability to establish and maintain effective working relationships with others. Ability to operate a motor vehicle safely. Ability to keep records and prepare police reports. Ability to observe proper chain of command. Ability in written and oral expression. Skill in the use of firearms.

MINIMUM QUALIFICATIONS

21 years of age at the time of appointment, or 21 by completion of AZPost Academy. High school graduate or GED. No criminal conviction record. Good physical condition. Must have a valid Arizona driver's license. AZPost certification or the ability to become certified.