



## TOWN OF COLLIERVILLE POSITION VACANCY

**OPEN TO:** General Public

**TITLE:** Part Time Police Officer (4 positions)

**LOCATION:** Police Department

**OPENING DATE:** July 28, 2021

**CLOSING DATE:** Until Filled

**JOB NUMBER:** JN21-76CP

**CLASS CODE:** 0826

**SALARY RANGE:** \$20.00/hour with *limited* benefits package

**FLSA STATUS:** Non-exempt

**\*\*\*This is a part-time position requiring 20 hours of work per week up to a maximum of 100 hours per month.**

**PRIMARY FUNCTION:** The purpose of this classification is to provide judicial security, courtroom security and ancillary support services for the Town of Collierville Court operations.

**QUALIFICATIONS:** Requires a High School diploma or GED; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Incumbents must be a citizen of the United States of America. Applicants who are a Veteran must possess an Honorable Discharge and provide a DD214. Must possess upon hire the State of Tennessee Police Officer P.O.S.T certification and maintain appropriate certification throughout employment. Must be in compliance with TCA 38-8-101 and TCA 38-8-106.

**LICENSES:** Must possess and maintain a valid driver's license.

**NOTES:** Tasks require the regular and sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that generally involves lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds), may occasionally involve heavier objects and materials (up to and possibly exceeding 100 pounds).

Selection process may include: examinations, interviews, assessment centers, practical skills, etc. Drug testing may be required.

**WE REGRET WE ARE UNABLE TO ANSWER ALL INQUIRIES. WE WILL ONLY NOTIFY CANDIDATES SELECTED FOR TESTING OR INTERVIEWS.**

APPLY: Download an application at [www.colliervilletn.gov](http://www.colliervilletn.gov) or visit the Human Resources Office at 500 Poplar View Parkway, Collierville, TN

NOTES: Please submit a new application each time you apply for a Town job. Pursuant to Tennessee open records law, applications and resumes are subject to disclosure.

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THE TOWN OF COLLIERVILLE IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE IN HIRING. MINORITIES, WOMEN AND DISABLED ARE ENCOURAGED TO APPLY. IF YOU HAVE A DISABILITY AND REQUIRE SPECIAL ACCOMMODATIONS DURING THE SELECTION PROCESS, PLEASE NOTIFY THE HUMAN RESOURCES OFFICE AT (901) 457-2290. THE TOWN OF COLLIERVILLE IS A DRUG FREE WORK PLACE.