



City of Livingston, Montana Police Patrol Officer (Entry Level through Lateral Transfers)

Job Description:

Is a rewarding career in law enforcement your dream? Do you appreciate a fantastic team of coworkers, market competitive pay and benefits, job security, and a traditional retirement pension? Do you want to get away from the problems plaguing bigger communities and enjoy true community policing? If you answered YES to these questions - Livingston Police Department in beautiful South-Central Montana could be your next career adventure!

Why Livingston Police Department? We are a diverse department with many professional growth opportunities. Our department utilizes a community-based policing model to serve and protect our residents and each other. We have a K9 unit, detective, drug task force, and school resource officer special duty assignments. We enjoy community engagement programs like Coffee with a Cop, school visits, safety clinics, and outreach at the local Farmers Market and other events. *Our community values, respects and appreciates our law enforcement officers.* We are seeking to fill full-time fully benefited positions with job stability and opportunities for advancement and career progression.

Accepting Applications through 4:00 p.m. MST Friday, May 3, 2024. Testing and interviews to follow in mid-late May 2024.

Work Location: Livingston, MT 59047

Job Type: Full-time, year-round

Rate of Pay: Current starting wage for new patrol officers is \$25.48 (7/1/2023). Lateral transfers with POST certification (or equivalent from another state) range from \$25.99 to \$27.63 DOE. Additional compensation is also available through certification pay, special assignments, and training as you learn more skills and develop in your career.

Shifts: Shifts range from 8-hour to 12-hour shifts depending on schedule. Shifts include days, nights, overnights, weekends, and holidays.

Full-time Benefits Include:

- On-the-job paid training
- State Retirement
- Vacation and sick accrual
- Holiday pay
- Paid parental leave
- Generous monthly stipend for insurance benefits:
 - Medical, dental, vision, and life insurance
 - Flexible Spending Accounts and Health Savings Account
 - Employee assistance plan

Qualifications for Success:

- Under general supervision on various shifts, performs a variety of duties involved in law enforcement including performing patrols, preserving the peace, investigations, traffic controls, and specialized assignments.
- Responds to calls for assistance; conducts preliminary investigations; locates and apprehends offenders

- Ability to work well under pressure
- Ability to communicate effectively with callers and in emergency situations
- Serve appropriate legal papers as directed
- High attention to detail with accuracy
- Strong customer service skills and ability to handle complex situations
- Safely operate a police vehicle and equipment such as radar, mobile data terminal, and in-car camera
- Ability to have familiarity with the city of Livingston and Park County geography and locations
- Ability to multitask and work with frequent interruptions
- Must maintain the highest standards of confidentiality and integrity
- Ability to record information including names, numbers, addresses accurately
- Ability to read, write, communicate, and complete reports in English
- Spanish preferred, but not required
- Write comprehensive reports that clearly articulate relevant facts and support the elements of the criminal offense(s)
- Interview victims, suspects, and witnesses to obtain information necessary to determine facts and circumstances of incidents.
- Provide and maintain ability to provide credible testimony in a court of law
- Participate in special duties as assigned
- Establish and maintain effective working relationships with coworkers and the public
- Perform related duties and responsibilities as assigned

Education:

- High School Diploma or equivalent

Requirements:

- Must be at least 18 years of age
- Must be a United States Citizen
- Montana state driver's license with an approved driving history
- No Felony convictions required and must pass an in-depth police background and psychological evaluation
- Possess or ability to obtain Montana POST certification within one year of hire

To apply, please send cover letter and resume via email to Cari Rubin, Human Resources Director at HR@LivingstonMontana.org