



JOB OPENING

PART-TIME POLICE OFFICER (REVISED)

It shall be the mission of the Forest Preserve District of Kane County to acquire, hold, and maintain lands within Kane County, which contribute to the preservation of natural and historic resources and habitats, flora or fauna; to restore, restock, protect and preserve such lands for the education, recreation, and pleasure of all its citizens. Our goal is to Preserve and Restore the Nature of Kane County.

The Forest Preserve District of Kane County's Public Safety Department has part time Police Officer positions open for employment.

DATE POSTED: MAY 12, 2008

WORKSITE LOCATION: CAMPBELL HOUSE, GENEVA, ILLINOIS
APPROXIMATELY 60 MILES WEST OF CHICAGO

SHIFT SCHEDULE: 8 A.M. TO 4 P.M. AND 4 P.M. TO MIDNIGHT, 7 DAYS A WEEK.

STARTING SALARY: \$14.00 TO \$21.72 PER HOUR

AVAILABILITY: MINIMUM 24 HRS/MONTH (INCLUDES SHIFT WORK, EVENINGS, WEEKENDS AND HOLIDAYS)

APPLICATION DEADLINE: OPEN UNTIL FILLED
All candidates must submit the ORIGINAL employment application and proof of state certification and firearms training. Resumes are accepted in addition to a completed application.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Works varying shifts performing security patrols, traffic control, investigation and first aid at accidents, detection, investigation and arrest of persons involved in crimes or misconduct
- Works an assigned shift using own judgment in deciding course of action being expected to handle difficult and emergency situations without assistance
- Maintains normal availability by radio or telephone for consultation on major emergencies or precedent
- Carries out duties in conformance with federal, state and county laws, and District ordinances
- Patrols assigned areas to preserve the peace and enforce the law, control traffic, prevent or detect and investigate misconduct involving misdemeanors, felonies and other law violations and to otherwise serve and protect
- Responds to emergency radio calls, investigates, takes appropriate law enforcement action
- Interrogates suspects, witnesses and drivers; preserves evidence; arrests violators; investigates and renders assistance at scene of vehicular accidents; summons ambulances and other law enforcement vehicles; takes measurements and draws diagrams of scene
- Conducts follow-up investigations of crimes committed during assigned shift. Seeks out and questions victim, witnesses and suspects. Develops leads and tips, searches scene of crimes for clues. Analyze and evaluates evidence and arrest offenders. Prepares cases for giving testimony and testifies in court proceedings
- Prepares a variety of reports and records including officer's daily log, reports of investigation, field interrogation report, alcohol influence reports, breath analyzer check list, bad check form, vehicle impoundment form, traffic hazard report, etc.
- Undertakes community oriented police work; assists citizens when necessary and appropriate; explains law and District ordinances to the public
- Coordinates activities with other officers and other District departments as needed; exchanges information with officers in other law enforcement agencies
- Maintains contact with Director of Public Safety to coordinate investigation activities; provides mutual assistance during emergency situations; provides general information about police department activities
- Reports to the Officer In Charge (OIC) in the absence of the Chief or Sergeant
- Attends firearm training and any other assigned training courses and seminars

QUALIFICATIONS:

- High School diploma or GED equivalent; some college preferred
- Qualified candidates **must** have an Illinois law enforcement basic training certification.
- Must possess the ability to understand the role of police officer in the management of recreational areas.
- Must have a valid Illinois driver's license and valid F.O.I.D. card.
- Must be able to pass a thorough background investigation. No convictions for any misdemeanor or felony.

CONTACT US: Forest Preserve District of Kane County
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AN EQUAL OPPORTUNITY EMPLOYER