

Job Posting Form – Municipal Association of SC

Job title

Police Officer

City/Town of

Town of Pamplico

Category

Police

Position hours

43 hours weekly

Employee status

Full time

Job duties

List no more than three job duties in spaces below. Any over **three** will be dropped due to space constraints.

Description 1 of 3

To enforce the laws of the State of South Carolina, municipal codes of the town and federal laws as they apply. Patrols assigned areas, including streets, parks, commercial and residential areas to preserve the peace and enforce the laws.

Job duty 2 of 3

Builds trust with residents and businesses in the community. Responds to calls for service and reports findings while taking appropriate actions to resolve issues. Assist or handles crime scene security, processing and documentation, conduct follow-up investigations and supports the prosecution of criminal cases.

Job duty 3 of 3

Appears and testifies in court regarding investigations. Serves warrants and subpoenas. Performs all other duties as assigned.

Qualifications

List qualifications in the spaces below – may include education, years of experience, certifications, specific areas of knowledge. Any over **three** will be dropped due to space constraints.

Qualification 1 of 3

Ability to make critical decisions and act on those decisions. Professionally communicates orally and in writing. Maintains a cooperative, courteous and professional working environment and relationships with others in person, electronically and by telephone. Ability to work in timely manner with minimal supervision and careful attention to detail and maintains strict confidentiality of information as necessary.

Qualification 2 of 3

Ability to stand, walk, sit, run or perform other physical activity, including strenuous, for extended periods of

time; understand, comprehend and explain South Carolina state law, town ordinances, federal law and civil procedures; ability to drive a vehicle in stressful situations in a safe manner; and has the ability to use various tools including but not limited to, firearms, radios, handcuffs, and computers.

Qualification 3 of 3

Minimum of 21 years of age; possess a high school diploma; have a valid South Carolina driver's license; pass a pre-employment background check and pre-employment drug screening. Applicants certified through the South Carolina Criminal Justice Academy as a Class 1 offer preferred.

Pay info

\$14.42 (Un-Certified)

\$15.50 (Certified)

How to apply

Applications should contact Personnel Department at (843) 493-5551 or pick up an application at 180 E. Main Street, Pamplico, SC 29583

Web link to the job description

<http://www.townofpamplico.com>

Deadline

3/4/2022

EOE Disclaimer

The Town of Pamplico is an Equal Opportunity Employer and does not tolerate discrimination or harassment in the workplace.

The following information will not be published with the job posting.

Main contact for this job posting

Sharon T. Keefe

Main contact's email

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Main contact's phone number

(843) 493-5551