

# POLICE OFFICER

## VAN BUREN TOWNSHIP, MI

THE CHARTER TOWNSHIP OF VAN BUREN is seeking qualified candidates and currently accepting applications at the Van Buren Township Police Department, located at 46425 Tyler Rd, Belleville, MI 48111 for Police Officer.

### Candidates:

- Must be 21 years of age
- Must be a U.S. citizen
- Associate's degree is minimum requirement
- Must have completed EMPCO testing & allow access to your score
- Must pass the interview process
- Must pass drug screen, physical, psychiatric exam and background investigation
- Must possess a valid Michigan Drivers License
- Applicants must be certified by the Michigan Commission on Law Enforcement Standards (M.C.O.L.E.S.) or eligible for certification.
- No felony charges or disqualifying misdemeanor charges

### Wages and Benefits

- Life Ins., Health Dental & Vision Ins, MERS Pension Plan, paid vacation, compensation time, sick and personal leave
- Uniforms/Equipment Provided
- 12 hour shifts (84 hours per pay period), annual salary range starting at \$58,989

To test for this position, go to <https://www.empcoco.net/testing/> and follow the instructions. There is a fee to take the examination, but the results of the test will be accepted by all participating police departments in Michigan.

**TO APPLY, SUBMIT COVER LETTER, RESUME AND COMPLETED EMPLOYMENT & BACKGROUND APPLICATION PACKETS PROVIDED ON OUR WEBSITE:**

**[www.vanburen-mi.org/psemployment/](http://www.vanburen-mi.org/psemployment/)**

### Mail to:

Charter Township of Van Buren  
46425 Tyler Rd, Belleville MI 48111

Attention: Human Resources Department

**APPLICATIONS ACCEPTED UNTIL JOB FILLED**

JOB DESCRIPTION  
POLICE OFFICER (sworn)

GENERAL STATEMENT OF DUTIES: To perform all the duties of a police officer as required by State and local statute to protect life and property through the enforcement of laws and the suppression of crime; and to perform other work as required.

DUTIES AND RESPONSIBILITIES SHALL INCLUDE, BUT NOT BE LIMITED TO, THE FOLLOWING:

- A. To perform such duties and assume such responsibilities as required of a police officer with the Charter Township of Van Buren.
- B. To enforce the laws of the State of Michigan and the ordinances of the Township of Van Buren.
- C. To arrest and/or ticket persons found violating the laws.
- D. To work for the prevention and suppression of crime.
- E. To investigate thoroughly all complaints assigned.
- F. To conduct criminal investigations, preserving and processing crime scenes as required.
- G. To thoroughly prepare all complaints/investigations for court and/or hearings.
- H. To testify in courts and/or judicial hearings as required.
- I. Interview suspects, prisoners and witnesses as required.
- J. Prepare written reports and correspondence.
- K. Inspect assigned department equipment prior to duty, advising the shift commander of any damaged or unserviceable equipment.
- L. Perform related work as required.
- M. To deal tactfully and courteously with the public and to work harmoniously with other employees.

SUPERVISION RECEIVED: Work is performed under the general supervision of the assigned shift/unit supervisor/commander.

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**POLICE OFFICER JOB DESCRIPTIONS**

**Van Buren Department of Public Safety**

**ADMINISTRATIVE POLICY**

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SUPERVISION EXERCISED: Over assigned reserve personnel and police interns. Field training officers over assigned personnel.

QUALIFICATIONS: Personnel must be MCOLES certified and maintain department standard of training.