

# City of Saint Mary

782 3rd Street/ POST OFFICE BOX 107

SAINT MARY, MISSOURI 63673

(573) 543-2279

## Police Department Job Openings

The Saint Mary Mo Police Department is seeking to fill on (2) positions for a Police Chief and a Part-time Police Officer Immediately.

### Responsibilities:

- Conduct patrols to maintain public order and safety
- Respond to emergency calls and incidents
- Investigate crimes and accidents
- Enforce traffic laws and regulations
- Make arrests when necessary
- Prepare detailed reports on incidents and investigations
- Provide assistance to the public in various situations
- Handle evidence and testify in court as needed

Enforce local laws and ordinance and follow personnel policy for the department and equipment use.

-Must be willing to work with the Mayor and Board of Alderman and be able to get dual commissions for Randolph County and St. Genevieve County to assist when needed by neighboring department or a letter documenting you are allowed to do so from their department heads.

Must be mules certified and know how to work a Mobile Data Terminal and flexible schedule to include nights, weekends and days and as well as call outs through Central Dispatch.

The candidate for this position MUST currently hold a Missouri Police Officers Standards and Training (POST) license. Pay will be discussed in person, based upon experience.

**(1 Job Type: Full Time Chief of Police -Expected hours: 36-40 per week**

**(2 Job Type: Part Time Patrolman- Minimum of 12 to 36 mostly weekends and nights (8-10) shifts**

**Each job will be variable, and times come where overtime and switching to be on call basis with call outs.**

**Benefits:**

- Flexible schedule
- Take home car if applicable withing designated milage and for business use only.
- Flex Time for overages of hours/ Annual performance evaluations and raise % depending on current cost of living and other conditions of fiscal year.
- Sick and Vacation Time
- Insurance available for full time (Chief of Police) if applicant chooses to have payroll deductions.
- Lagers
- Department cell Phone/body cam/ and some equipment provided per policy.

**Experience:**

- Law Enforcement: 1 year (Required)
- Patrol: 1 year (Required)
- NIBERS and Mibers Familiarity
- USE of ITI Omnego Software
- Weapons and non-lethal certification
- Pass a background check and also drug testing upon request.
- BLS and Medical First responder certification

**Ability to Commute:**

- St. Mary MO 63673 (Required)
- Take home vehicles for those who qualify adjoining counties and milage radius
- Resume' and references emailed and picked up at city hall Tuesday through Friday to receive the job application or pick up at City Hall from the City Clerk.

Work Location: In person of Saint Mary Jurisdiction and were called upon for mutual aid for other departments such as Perry County, Ste. Genevieve County, Randolph County Illinois and work with Mayor and Board of alderman, Asst. EMA Director and with the Fire Department and mostly citizen community networking and policing.

If you have any questions, please feel free to reach out to me at my email at

[Adamb198617@gmail.com](mailto:Adamb198617@gmail.com) or you can contact city hall or cell number 573-880-9698

Saint Mary Mo is an Equal opportunity Employer and regardless of race, religion, gender, etc.



**Respectfully,**

**Hon: Mayor Adam C. Bequette**

**Ret: Chief of Police Saint Mary Mo, 63673**