



MUNICIPALITY OF SKAGWAY

GATEWAY TO THE KLONDIKE
P.O. BOX 415, SKAGWAY, ALASKA 99840 (PHONE)
(907) 983-2297
(FAX) (907) 983-2151
www.skagway.org

JOB ANNOUNCEMENT POLICE OFFICER

The Municipality of Skagway is accepting applications for the position of Police Officer. This is a full-time, year-round position, working 40+ hours per week and is eligible for municipal benefits.

WAGE RANGE: Grade 16, \$38.31-\$41.26 per hour, rate of pay at appointment DOE not to exceed the current pay scale step #4.

MUNICIPAL BENEFITS: Comprehensive benefits package which includes PERS Retirement, Medical, Dental and Vision health insurance, Life Insurance and more. Paid Holidays, Vacation and Sick leave.

DUTIES: The Police Officer works under the direction of the Police Sergeant and is responsible for providing police services to the Municipality of Skagway through a variety of police patrol, investigation, and enforcement functions. The officer seeks protection of life and property and preservation of peace through enforcement of applicable state laws and Municipal ordinances.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- The equivalency of a high school diploma;
- A valid Alaska State Driver license;
- Strong interpersonal and communication skills; the ability to work effectively with a variety of people and entities;
- Good physical conditioning and a service orientated attitude;
- Knowledge of State, Federal, and local laws and ordinances;
- Principles and techniques of investigation, interrogation and scientific crime detection, court procedures and policies;
- Police department administration procedures, policies;
- Laws of arrest, rules of evidence, citizen's legal rights, civil procedures, court procedures;
- First aid treatment;
- Operation of modern police equipment;
- Ability to think clearly and quickly in emergency situations; observe and accurately record events and effectively adopt a course of action;
- Work irregular hours; tactfully handle sensitive or dangerous situations; maintain the personal presence and appearance to act effectively within the department and community.

DUTIES AND RESPONSIBILITIES:

- Perform routine foot and mobile patrols, responding to emergency calls, establishing sufficient probable cause for arresting alleged offenders;
- Perform investigations and prepare appropriate reports;
- Attend training to ensure competency;
- Work with Court entities relating to criminal and juvenile cases;
- Participate in emergency calls; search and rescue operations; and public education and police community relation assignments.

The position also requires the ability to meet personal and physical characteristics prescribed by Alaska Police Standards Council for police officer employment; favorable results in extensive background investigation; and eligible for an APSC Basic Certificate.

This is not a full job description. Applicants must submit a completed Municipality of Skagway application form and resume to the borough office at the above address or by email at a.lawson@skagway.org no later than **4:00 p.m., Friday, June 30th, 2023**. For an application, job description or benefit information, please contact a.lawson@skagway.org. The employment application is also available on the municipal website, www.skagway.org.

POSTED 6/16/23

The Municipality of Skagway is an equal opportunity employer.