

**JOB ANNOUNCEMENT**  
**CITY OF UNALASKA**  
**DEPARTMENT OF PUBLIC SAFETY**  
**\*POLICE DIVISION\***

Open Date: December 23, 2021  
Close Date: Until Filled

Position: **POLICE INVESTIGATOR**  
Hiring Wage: **\$36.10 - \$38.30 / hour** \*Internal Employees may be subject to different hourly pay\*

The City of Unalaska is accepting applications for the position of a **Police Investigator in the Police Department**. Located in the central Aleutian Islands, Unalaska, Alaska is a multicultural coastal community of approximately 4,500 full-time residents and is home to the number one commercial fishing port in the United States, the International Port of Dutch Harbor.

*The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification. Shown are duties intended to provide a representative summary.*

**GENERAL DESCRIPTION:** Under moderate supervision from the Police Sergeant, this position performs a full range of duties with investigating criminal activity. Duties include but not limited to, Investigate criminal acts such as homicides, sexual assaults, robberies, property crimes (such as burglaries), etc. Collect, analyze and use forensic evidence to solve crimes. Interview informants, suspects, and witnesses to ascertain alibis, clues, time frames, and possible suspects. Prepare sketches and diagrams. Maintain an in-depth knowledge of federal and state statutes and court cases related to work performed and agency rules and regulations. Exchange information and coordinate activities with other departments. Effect lawful arrests of suspected criminals by taking them into physical custody. Write search warrants, criminal complaints and investigative reports. Cultivate investigative information from independent sources. Prepare cases for court and testify for successful prosecution.

**KNOWLEDGE, SKILLS & ABILITIES:** The successful candidate will be able to demonstrate job history that includes the following: knowledge of State and City laws and their enforcement, investigative law enforcement methods, procedures, policies and laws governing and prescribing the powers and authorities of an officer. Candidate must possess skills such as, quickly analyze situations and respond appropriately without immediate supervision, maintain confidentiality and security, work effectively with the public in a courteous, efficient, and professional manner, and establish and maintain productive working relationships with City of Unalaska officials, staff, the public, vendors and agencies.

**EDUCATION & EXPERIENCE:**

High school diploma and or GED required; combination of education and experience will be evaluated on an individual basis.  
Five (5) years' experience as Law Enforcement Officer, or two (2) year degree and two (2) years' experience as Law Enforcement Officer. Bachelor's degree preferred.  
A college degree is preferred.  
Completion of advanced investigative courses is preferred.  
Experience investigating major and/or complex crimes preferred.

**LICENCES & SPECIAL REQUIREMENTS:**

Must be at least 21 years of age and must be US citizen by birth or naturalization by time of hire.  
Must have or ability to obtain an Alaska Driver's License within 90 days of hire.  
Intermediate certificate in law enforcement from APSC or ability to obtain within one (1) year of hire is required.  
Advanced certificate in law enforcement through APSC is preferred.  
May be required to work rotating shifts to provide 24-hour coverage.  
Required to carry and be proficient with a firearm.  
Current First Aid and CPR required.  
Must be eligible to work in the US; requirements by federal law, if hired must complete employment eligibility verification (I-9).  
Required to complete pre-employment testing which includes; thorough and extensive criminal investigation, finger prints and drug testing, Physical and psychological testing post offer.  
Must not have any misdemeanor convictions in the last three (3) years.  
No domestic violence related misdemeanor convictions and no illegal drug use in the past five (5) years.

**BENEFITS: \*All compensation incentives are taxable**

\$5,000 reimbursable relocation assistance.  
\$5,000 successfully passing all pre-employment testing, i.e. thorough and extensive criminal investigation, finger prints and drug testing, physical exam and psychological testing.  
Education incentive dependent on degree per month: Associates \$200, Bachelors \$300, Masters \$400.  
Longevity bonus up to \$12,000 (refer to PSEA for further details).  
Travel allowance \$1,500 every year on your date of hire after 1<sup>st</sup> year of employment.  
Free Annual Membership of Life Med (employee + dependents)  
Free Membership for Parks, Culture and Recreation (employee only)  
Medical and Dental premiums 100% employer paid (employee & dependents)  
Paid Time Off starting at 16 hours a month.

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### **CITY OF UNALASKA DEPARTMENT OF PUBLIC SAFETY \*POLICE DIVISION\***

Eligible for 457 Plans with ICMA- RC or Mutual of America and other Voluntary Benefits.  
12 floating Holidays per year.  
Enrollment into Alaska PERS retirement.

**TO APPLY: Submit a City of Unalaska Application and F-3 (F-3 is a requirement for all applicants applying). All necessary forms are available at City Hall, Administration Dept. 907-581-1252, or by downloading at [www.ci.unalaska.ak.us](http://www.ci.unalaska.ak.us) [job openings/Employment Forms Link]. Return completed forms to City of Unalaska HR Manager, Michelle Murdock email [mmurdock@ci.unalaska.ak.us](mailto:mmurdock@ci.unalaska.ak.us) or fax 907-581-4469.**