



CITY OF HALTOM CITY

5024 Broadway Avenue ~ Haltom City, TX 76117
T: 817-222-7700 ~ Fax: 817-222-7740 ~ Website: www.haltomcitytx.com

TO APPLY, please complete an application or resume and submit to City Hall, 5024 Broadway Avenue, Haltom City, Texas 76117 or fax to 817-222-7740. Application available on Website www.haltomcitytx.com

JOB VACANCY POSTING

POLICE CHIEF

Posting No.: 09-010

Posting Dates:

Open Date: March 24, 2009
Close Date: Position subject to close on 05/01/09 or every Friday after that date.
First review of applications will take place on 4/20/09.

Salary Range: \$87,377 -- \$131,066 annually (salary based upon qualifications)

Brief Description of the Job:

Plans, coordinates, and directs the operations and activities of the Haltom City Police Department; develops and administers departmental plans, policies, and procedures; represents the City to outside agencies; responds to public inquiries and complaints; and supervises assigned personnel.

Education, Certifications and Experience Requirements:

Education/Experience: Bachelor's Degree in Law Enforcement or Police Science, a minimum of five years experience directing municipal law enforcement operations; or an equivalent combination of education and experience.

Certification: Master Peace Officer Certification issued by the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) is required.

Essential Functions

- Provides for the protection, safety, and wellbeing of Haltom City residents and property.
- Oversees departmental operations including patrol, investigation, traffic enforcement, K-9, animal services, property and evidence, records management, dispatch, and technical services.
- Directs the operation and maintenance of the City's detention center facility.
- Develops, implements, administers, and maintains law enforcement plans, policies, and procedures; establishes departmental goals, objectives, and priorities.
- Oversees the development, presentation, implementation, and administration of the Department's budget; monitors and authorizes expenditure.
- Ensures the effective utilization of departmental resources and prepares forecasts in relation to staffing, equipment, and supply requirements.
- Hires, trains, supervises, and evaluates the performance of assigned personnel; ensures staff compliance with departmental policies, safety practices, and regulatory requirements.
- Liaises with and develops and maintains collaborative working relationships with Federal, State, and Local law enforcement agencies.
- Serves as a representative of the Department and City to outside agencies and within the community; interacts with citizen groups, local businesses, the school district, and general public.
- Responds to public inquiries and complaints; facilitates the effective resolution of law enforcement related issues.
- Prepares and maintains a variety of departmental records, reports, and documentation.

**The City of Haltom City does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.
AN EQUAL OPPORTUNITY EMPLOYER**