

# **JOB** OPENING POLICE DIVISION

## **PARK PATROL OFFICER**

POSITION: PART TIME / PAY RATE: \$30.00 PER HOUR

### **RESPONSIBILITIES**

- Motorized or foot patrol of park areas and facilities as assigned.
- Enforcement of all park rules, regulations and ordinances as well as state traffic statutes.
- Guiding and directing park patrons, in a professional manner, in their use of the park areas and facilities.
- Inspecting all assigned facilities and areas to ensure the safety of all patrons.
- Addressing all unsafe and/or unauthorized activities and behaviors in a professional manner. Promptly reporting unsafe conditions to the proper park division(s).
- Thoroughly investigating and documenting all criminal complaints in a police report as well as any other situation requiring police attention.
- Following all safety procedures that pertain to the duties performed. Supporting all aspects of the Park District's safety program.
- Performing all related duties and assignments as assigned.

### **SUCCESSFUL CANDIDATES WILL HAVE**

- Minimum of High School Diploma or GED equivalent. Must successfully complete the state mandatory basic training requirement prescribed by the Illinois Local Government Officers' Training Board and the Illinois Local Governmental Law Enforcement Officers' Training Board's comprehensive examination given at the conclusion of the training. Extensive experience may be substituted for education in special circumstances.
- Established work history of positive interaction with all members of the community, whether at work, school or volunteerism settings.
- Must possess a valid Illinois driver's license.
- No criminal history. No conviction for Driving Under the Influence or Reckless Operation of a Vehicle. No history of driver's license suspension or revocation.
- Thorough knowledge of all safety laws and codes as they pertain to the Park District and the laws of the city, county, and state. Thorough knowledge of all safety practices. Understanding of park district goals, objectives, programs and standards of maintenance.
- Ability to follow instructions and work harmoniously with other employees. Ability to instruct personnel in safety matters. Ability to handle emergencies and administer first aid.

### **OTHER**

- Under the supervision of the Chief of Park Police.
- Average of 28 – 30 hours per week.
- Some evening, weekend and holidays will be required.
- While we sincerely appreciate all applications, due to high volume, only those candidates selected for interview will be contacted.

