



**CITY OF SNELLVILLE**

**ANNOUNCES A VACANCY FOR**

**POLICE OFFICER**

**SALARY RANGE:**

- **CERTIFIED:** [PO1] \$60,000-\$80,693 OVERALL SALARY RANGE | **NON-CERTIFIED:** \$40,000 until Certified

**STARTING SALARY:**

- **POST Certified Candidates:** [PO1] \$60,000 - \$80,693 overall salary range based on incentives for education, experience, and training.
- **Non-Certified Candidates:** \$40,000, increased to starting certified officer pay upon successful completion of the Police Academy.

**QUALIFYING INCENTIVES: 7 Step Maximum.**

- **Experience:**
  - 1 Step per year, up to 5 years
  - Military Veteran: 1 Step
- **Education:**
  - Associate's Degree: 1 Step, or
  - Bachelor's Degree: 2 Steps
- **Training:**
  - POST Field Training Officer Certification: 1 Step
  - POST Advanced Certification: 1 Step
  - POST General Instructor: 1 Step
  - POST Accident Reconstruction Certification: 1 Step
  - POST Supervisory Certification: 1 Step
  - POST Managerial Certification: 1 Step

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Pay Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
P-Cadet	\$40,000						
PO1	\$60,000	\$61,500	\$63,038	\$64,613	\$66,229	\$67,884	\$69,582

### **DUTIES:**

This is general law enforcement work responsible for protecting life and property and enforcing laws and ordinances. Work involves routine patrol in assigned area, responding to emergency calls, alarms and citizen complaints. Duties include traffic enforcement, assignments, preliminary investigations and other related work. An officer of higher ranks reviews work assignments. Work requires independent judgment and discretion in difficult or unusual situations. Work involves an element of personal danger. Work is performed under the general supervision of a police Corporal.

### **MINIMUM QUALIFICATIONS:**

- Must be twenty-one (21) years of age or older,
- High School diploma or equivalent, and
- Possess a valid Georgia Driver's License.

### **PREFERRED QUALIFICATIONS:**

- Advanced Degree (Associate's Degree or higher)
- Georgia Basic Peace Officer Certification

### **APPLICATION PROCESS:**

The application process will consist of an application review, oral interview, a comprehensive background investigation to include an evaluation of prior education and work experience, a criminal history review and a credit history review. Candidates who successfully complete the background investigation may be given a conditional job offer. A final offer of employment would then be dependent upon the candidate's successful completion of pre-employment testing which includes a physical assessment, drug screen, polygraph and psychological exam.

**APPLICATIONS WILL BE RECEIVED UNTIL: Positions filled**

**APPLICATIONS CAN BE FILED AT:**

**City Hall  
Personnel Office  
2342 Oak Road  
Snellville, GA 30078  
or  
online at [www.snellville.org](http://www.snellville.org)**

**THE CITY OF SNELLVILLE IS AN EQUAL OPPORTUNITY EMPLOYER.**

DATE: June 30, 2023