

The Town of Hopkinton seeks a full-time, trained **Police Officer**\*

Base Starting Salary: \$25.02 hourly; Salary Range up to \$27.91 hourly  
**and other benefits in accordance with the CBA incl.**  
***Education Incentive, Shift Differential, etc.***

Application Deadline: 4:00 pm, Thursday, August 12, 2021.

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\*This recruitment is only open to candidates who have either 1) successfully passed and received certification from a full-time police officer training academy or 2 ) are currently enrolled and attending the training academy as recognized by the Municipal Police Training Committee (MPTC). Out-of-state applicants must contact the MPTC at [\(781\) 437-0300](tel:7814370300), [www.mass.gov/mptc](http://www.mass.gov/mptc), to determine eligibility for certification.

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Police Officers must perform a wide range of law enforcement responsibilities necessary to the stability and safety of the community. These include, but are not limited to, the following:

- Identify criminal offenders and criminal activity and, where appropriate, apprehend offenders and participate in subsequent court proceedings.
- Reduce the opportunities for the commission of crime through preventive patrol and other measures.
- Aid individuals who are in danger of physical harm.
- Facilitate the movement of vehicular and pedestrian traffic; enforce traffic rules and regulations and motor vehicle laws by issuing citations.
- Identify situations that are potential law enforcement or safety problems.
- Create and maintain a feeling of security in the community.
- Promote and preserve the peace.
- Respond to emergency situations and provide appropriate services as necessary.
- Proactively address issues identified by citizens and/or neighborhood organizations.
- Creatively solve problems related to improving quality of life in the community.
- Complete detailed reports on all crimes, vehicle accidents and other incidents requiring police attention.
- Properly maintain equipment and supplies.

## **QUALIFICATIONS**

Education, Experience, and Certifications

- Certifiable by the Municipal Police Training Committee as a Police Officer.
- High School Equivalency; possess a minimum of 60 credits from an accredited institution in a related field and/or Four years of Honorable service in the Military in lieu of degree.

- Possession of valid driver's license with an excellent driving record.
- Ability to obtain and maintain a valid Massachusetts License to Carry Firearms.
- In accordance with Mass General Laws, Chapter 41, Section 96A, "No person who has been convicted of any felony shall be appointed as a police officer of a city, town or district."

Knowledge, Skills, and Abilities:

- Physical condition necessary to pass a medical exam relating to the essential functions of this position.
- Ability to use physical force in a lawful manner to restrain and apprehend suspects or to suppress violence.
- Ability to carry and use firearms when authorized in a safe and lawful manner.
- Ability to function effectively in dangerous situations where personal safety may be in jeopardy and where conditions are stressful.
- Ability to work for long hours during any part of a 24-hour day, including weekends and holidays.
- Excellent reading comprehension and writing skills; ability to prepare and read reports regarding different occurrences, disturbances and accidents.
- Excellent verbal communication skills; ability to interact with co-workers, supervisors and the general public in an effective manner.
- Excellent moral character as evidenced by a background investigation.
- Ability to speak a second language is helpful.

Internal/External Applicants: To be considered for this position, please submit to h...@hopkintonma.gov a letter of interest, resume and the required Application for Employment (attached), no later than **4:00 pm, Thursday, August 12, 2021**. While the preferred method of application is via email or online, applications will also be accepted via walk-in or mail to: Town Hall, Human Resources Department, 18 Main Street, Hopkinton, MA 01748. *The Town of Hopkinton is an equal opportunity employer and encourages diversity.*