



HIRING NOTICE: Class III Special Police Officer

The Berkeley Heights Police Department is accepting applications for the position of **Class III Special Police Officer**. The Class III Special Police Officer, under the direction of the Chief of Police, shall conduct school safety and security duties within the Township of Berkeley Heights school district.

Minimum Qualifications:

The applicant must:

- Be a resident of the State of New Jersey during his or her term of appointment to this position.
 - Be able to read, write, and speak the English language with reasonable proficiency and possess a High School diploma or equivalent.
 - Be sound in body and of good health, which must be certified by a physician licensed to practice in the State of New Jersey.
 - Be of good moral character and must not have been convicted of any offense involving dishonesty as would make the applicant unfit to perform his or her duties.
 - Be a retired law enforcement officer less than 65 years of age who served as a duly-qualified, fully-trained, full-time police officer in any municipality or county of this state, or as a member of the State Police, and was separated from that prior service in good standing *within 3 years* of appointment to this position.
- The applicant must be physically capable of performing the functions of the position in accordance with the Police Training Commission (PTC).
- The applicant must possess a NJ Police Training Commission Basic Police Officer Certification or NJ State Police Academy Certification.
- The applicant must possess a valid New Jersey Driver's License.
- The applicant must successfully pass a background investigation.
- Applicants successfully passing the first phase will be subject to oral interviews.
- Any applicant offered a conditional offer of employment will be required to pass a medical examination, psychological evaluation, and drug screening.
- Preference may be given to retired police officers who previously served as a School Resource Officer (SRO), Juvenile Officer, or D.A.R.E./L.E.A.D. Instructor.
- The Class III Officer shall work as assigned, while school is in session, to be determined upon hiring.
- The position will not receive health benefits, paid sick, personal, or vacation time.

The Township of Berkeley Heights is an equal opportunity employer and all qualified applicants shall be given full consideration.

Applicants must submit a resume and application that can be found on the department's website:

<http://www.berkeleyheightstwpnj.gov/police/index.html>

Application packages may also be hand delivered or mailed to:

Berkeley Heights Police Department
29 Park Avenue
Berkeley Heights, NJ 07922

Questions may be directed to: Lieutenant Ernest Schmidt eschmidt@bhpolice.org

*** Deadline for submission of resumes & applications is August 1, 2018 ***