



POLICE SERGEANT – GRINNELL POLICE DEPARTMENT

City of Grinnell, Iowa (Pop. 9,500)

Full-time Sworn Position (Non-exempt), Open until filled.

About the position

The Grinnell Police Department seeks a full-time police sergeant to supervise officers during assigned shifts, assign duties, patrol areas, and ensure staff coverage for all shifts and assignments. The sergeant assists in selecting, counseling, mentoring, and evaluating police officers and staff training. The sergeant will monitor operations and review reports prepared by staff. The sergeant will receive complaints and reports of emergencies and investigations and determine the appropriate action. The sergeant will develop and present various police and safety-oriented programs and perform all Patrol Officer duties as needed—reports to Captain.

Qualifications/ Requirements:

- Certification from the Iowa Law Enforcement Academy as a Law Enforcement Officer or certification in another state, provided successful completion of the Certification Through Examination process, per Iowa Administrative Code. Code 501-3.8(80B)
- High school diploma or GED and five years of experience as a certified full-time police officer, or an equivalent combination of training, education, experience, and qualifications, as determined by the Chief of Police upon review and authorization
- Valid Iowa Driver's License or ability to obtain one within 30 days of employment
- CPR/ First Aid Certification
- Successful completion of background investigation

Benefits:

- \$10,000 hiring bonus for certified Police officers
- Annual Salary Range of \$83,241.60 to \$93,724.80 (years of service calculated for starting salary).
- Union membership
- 12-hour rotating shifts
- Excellent employee benefits package: medical, dental, vision, life insurance, and flexible spending plan

- Employee Assistance Program
- Education Reimbursement

Knowledge & Skills:

- Supervisory & Training principles
- Department policies and procedures (CALEA)
- Emergency response principles
- Event planning operations
- Conduct Investigations & management of crime scenes
- Evidence collection procedures
- Court procedures
- Safety & Risk Assessment principles
- Interview & Interrogation principles
- Preparing and review of reports
- Record keeping
- Customer service & community engagement
- Inventory maintenance
- Operating computers and software programs
- Applicable local, state, and federal laws, rules, and regulations
- Applying communication and interpersonal skills in interactions with subordinates, coworkers, supervisors, and the general public in a sufficient manner to exchange or convey information and give and receive work direction

If you have any specific questions that are not answered with the above information you may contact Captain Dan Johnson 641-236-2670 or djohnson@grinnelliowa.gov.

Please send cover letter and resume to Wanda Simmons – wsimmons@grinnelliowa.gov