



# Sandy Oaks Police Department

is seeking candidates for

## Police Officer

**Opening Date:** November 20, 2023  
**Closing Date:** Until position is filled.

Duties performed under the supervision of the Chief of Police

**\*Only TCOLE and City applications will be accepted for submission. Resumes will not be accepted.**

### Essential Job Functions:

- Patrols public streets enforcing traffic laws and city ordinances, issuing warnings or citations, as required
- Detects violations
- Investigates circumstances and causes of accidents
- Prepares reports on activities and submits to supervisor
- Assists Animal Control Officer in capture and control of various domestic and wild animals
- Maintains equipment in proper working order
- Utilizes communication equipment effectively
- Secures crime and accident scenes
- Provides assistance and information to the public
- Reports traffic hazards to proper departments (i.e. traffic lights out, stop signs missing, etc.)
- Performs other duties as assigned

### Minimum Job Requirements:

- Must be TCOLE certified
- Have a high school diploma or GED
- Be 21 years of age
- 3-5 years patrol experience
- Be in good physical and mental health
- Have no history of criminal or improper personal conduct
- Be a United States citizen
- Pass a pre-employment drug screening, physical agility test, background check, and oral interview
- Have a valid Class C Texas driver's license
- Be able to work various shifts including nights, weekends, and holidays

**Starting annual pay of \$37,440 to \$43,680 depending on qualifications and experience.**

City applications and TCOLE packets will be accepted by emailing [chief980@cityofsandyoaks.com](mailto:chief980@cityofsandyoaks.com) or by mail to Chief Lopez, Sandy Oaks Police Department, P.O. Box 828, Elmendorf, TX 78112 or hand delivered to 22870 Priest Rd., Sandy Oaks, TX 78112.

The City of Sandy Oaks and the Sandy Oaks Police Department are an Equal Opportunity Employer.