

## Police Officer I/II

\$54,810 / year or higher DOQ + [Full-Time County Benefits](#).

**Signing Bonus:** \$5,000 (half paid upon hire, half paid after field training)

**Education Incentive:** \$3,000 for a bachelor's degree or higher or \$1,500 for an associate degree, or 60 earned credit hours from an accredited college or university (amount is added to your salary)

The James City County Police Department is looking for motivated candidates to perform responsible, experienced, advanced-level protective service work. Applicants without current Virginia BLE certification as a law enforcement officer would attend the January 2024 or July 2024 police academy. Applicants already certified would start sooner and would only have to complete field training.

As a Police Officer, you will enforce state and local laws, respond to service calls, maintain visibility for crime deterrence, and carry out patrol duties and tasks related to protecting life, property, and law enforcement. You will conduct investigations according to departmental policies and with minimal supervision while recognizing and addressing potential risks, hazardous exposure, and personal danger.

The [Police Department](#) (JCCPD) boasts over 100 sworn law enforcement officers and responds to more than 22,000 calls for service annually. JCCPD provides comprehensive law enforcement services to the citizens and visitors of James City County through its three divisions: Operations, Support Services, and Administrative Services. Every patrol officer is assigned a vehicle and equipped with uniforms and state-of-the-art gear, including RADAR, Alco-sensor FST, flashlight, TASER, Glock 9mm handgun, body-worn camera, in-car camera, mobile computer, electronic summonses with in-car printer and barcode scanner, and Automatic Vehicle Locator for closest-unit dispatching and directions, among others. JCCPD offers various career development opportunities, specialized assignments, and training programs, including investigations, narcotics investigations, community services (crime prevention), school resource officers (5), and uniform patrol. Moreover, JCCPD has several specialized teams, including Honor Guard, SWAT, Bike Patrol, Marine Patrol, Underwater Search & Recovery, Crisis Negotiations, Motors, and Tactical Field Force.

There are four levels of Police Officer distinguished by the level of work performed and the employee's qualifications. Our career ladder advancement program allows for mobility from Police Officer I to Police Officer IV for qualified employees. Each advancement includes a 4% salary increase, in addition to any annual performance increases and/or bonuses.

### Responsibilities:

- Work requires sworn law enforcement officer status to maintain public peace, protect life and property, enforce laws and conduct investigations according to departmental policies and with minimal supervision. The officer is expected to perform specialized and involved tasks, administrative duties, including the investigation of complex incidents or criminal acts.
- Operates police vehicle to observe for violations of traffic laws, suspicious activities or persons and disturbances of law and order: responds to radio dispatches; answers calls and complaints; responds to major crime calls (robbery, rape, murder, maiming, burglary, etc.); performs foot patrols to serve as a deterrent to criminal activity and to enhance the department's Community Policing philosophy; investigates complaints and issues summonses or makes arrests; prepares detailed reports and maintains records.
- Detects and investigates crimes: conducts surveillance of individuals, vehicles or locations; interviews victims, suspects and witnesses; collects and identifies evidence and property; seizes contraband and/or evidence; protects crime scenes; investigates traffic crashes.
- Apprehends and arrests suspects, using weapons when necessary; obtains, verifies and executes arrest warrants; conducts high risk felony vehicle stops; detains, searches, arrests and handcuffs persons, as required; subdues and disarms resisting or attacking persons; transports and handles prisoners.
- Prepares for and gives legal testimony; appears in court as a designated investigating officer.
- Police Officer III and IV: Assists and advises junior patrol officers with more difficult or hazardous situations as instructed; assumes command of the shift/unit in the absence of or at the direction of the Lieutenant/Sergeant; ensures that all calls for service are answered and dealt with in a timely manner; serves as needed in a specialty

area such as Field Training Officer, Instructor, SWAT, etc.

**Requirements:**

- Any combination of education and experience equivalent to a high school diploma; associate's degree in a related field preferred.
- Must meet all minimum qualifications per [Virginia Code 15.2-1705](#):
  - Be a citizen of the United States and be at least 21 years of age at completion of Police Academy.
  - Possess or be able to obtain within 30 days of employment a valid Virginia driver's license and have an acceptable driving record based on James City County's criteria.
  - Not have been convicted of, pleaded guilty to, or no contest to a felony or an offense that would be a felony if committed in Virginia; certain crimes involving moral turpitude; any misdemeanor sex offense; domestic assault; or others that cannot be explained to the satisfaction of the Chief of Police.
  - Not have been convicted of Class 1 or 2 misdemeanors within previous 5 years. Commission of undetected crimes of a serious or repetitive nature will be reviewed on a case-by-case basis.
  - Not have a history of illegal drug or substance use is strongly preferred, with no use within previous 3 years. Exceptions may be made on a case-by-case basis. Distribution is an automatic disqualifier.
  - Not have had a dishonorable or bad conduct discharge from the military.
  - Knowledge of principles and processes for providing customer service including setting and meeting quality standards for services and evaluation of customer satisfaction.
  - Skill in use of computer software, especially Microsoft Office Suite.

[Click here](#) for full job description.

[Click here](#) for more information about the application process and for a full list of disqualifiers.

Accepting applications until position is filled. Cover letters and resumes may also be attached, but a **fully completed application** is required for your application to be considered. [Click here](#) for application instructions.

**Only online applications to our website will be considered. To apply, please visit the James City County Career Center at <https://jobs.jamescitycountyva.gov>**