

# SAHUARITA POLICE DEPARTMENT

## Join a Vibrant and Growing Community

# Police Officers

### NOW HIRING: Recruits and Laterals

The Sahuarita Police Department is highly regarded by the community and consistently receives high satisfaction marks by the residents. Sahuarita is one of the safest communities in Arizona. Work where you make a difference and the community and elected officials support you!

The Town of Sahuarita is seeking dedicated and motivated Police Officers to join our professional and progressive police agency. Members of the department have opportunities to grow and develop through special assignments and collateral duties, many of which may include specialty pay on top of base and overtime pay.

#### Special Assignment

(7% for Detective & 5% for all others)

- Canine Officer
- Corporal
- Detective
- Task Force Officer (DEA, FBI, etc.)
- Traffic Officer
- School Resource Officers
- Training Coordinator

#### Collateral Duties

(Pay \$2,000 annually)

- Accident Reconstruction Expert
- Crisis Negotiation Unit
- Comfort Dog Handler
- Field Training Officer
- Phlebotomist
- Public Information Officer
- SWAT
- And Others!

## Annual Salary Range

**\$57,941.00 - \$85,812.00**  
Does not include overtime

## Hourly Salary Range

**\$27.86 - \$41.26**

**APPLY HERE**

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Code



[www.sahuaritaaz.gov/jobs](http://www.sahuaritaaz.gov/jobs)



### WATCH THE VIDEO

Or  
Scan QR Code



Incorporated in 1994, the Town of Sahuarita is one of Arizona's fastest growing communities.

It is home to more than 38,000 residents who enjoy a great quality of life: affordable homes, safe streets, scenic beauty, access to great education, a thriving business environment and only 20 minutes from downtown Tucson. The area is replete with outdoor activities and is a short drive from the Tubac Arts Community.



The Town of Sahuarita is an Equal Opportunity Employer. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, THE TOWN WILL PROVIDE REASONABLE ACCOMMODATIONS TO QUALIFIED INDIVIDUALS WITH DISABILITIES AND ENCOURAGES BOTH PROSPECTIVE AND CURRENT EMPLOYEES TO DISCUSS POTENTIAL ACCOMMODATIONS WITH A MEMBER OF HUMAN RESOURCES.

[sahuaritaaz.gov](http://sahuaritaaz.gov)

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## Benefits

The salary range is \$57,941.00 - \$85,812.00 with a generous benefit package including paid vacation, sick leave and holidays. Employees may elect to participate in short term disability, health and dependent care pre-tax spending accounts, and additional employee and dependent life insurance. Take-home vehicles are available for those who qualify; those who do not qualify for a take home vehicle receive an additional \$2,000 annual fuel allowance. Employees who demonstrate proficiency in Spanish and/or American Sign Language receive \$1,000 annually; also available is an additional \$2.00 per hour shift differential. The Town also offers Tuition Reimbursement and a variety of career training opportunities. The Town is a member of the Public Safety Personnel Retirement System and also offers optional 457 deferred compensation and Roth IRA plans.



The successful candidate must meet the established requirements of each phase in the testing process in order to proceed to the next phase:

Laterals are not required to take the POPAT.

\*\*Entry level candidates are required to take the POPAT.

\*\*SPD will provide/conduct POPAT for entry level candidates.

- Written Assessment
- Interview
- Background Investigation
- Polygraph & Psychological Examination
- Medical, Eye, and Hearing Examination as well as completion of a Drug Screening

\*\*Candidates that have previously tested with the Sahuarita Police Department and passed POPAT and written assessment within the last 6 months are eligible to move to and participate in the oral boards, but must still complete the Town of Sahuarita Application and AZPOST Application.



### Recruit, Academy Graduate, and Lateral Officer Requirements:

- 1.) Complete online Town of Sahuarita Application.
- 2.) Complete online AZ POST application.

### Application Requirements:

- 1.) Military Service DD-214 (if applicable)
- 2.) Police officer candidates must be a minimum of 21 years old at the time of graduation from the police academy.
- 3.) Candidates must have a driver's licenses at the time of hire

HR will help with completion of all paperwork. Please contact Human Resources at 520-822-8807.



Shop With A Cop



SAHUARITA  
**POLICE**  
DEPARTMENT



**Job Title:** Police Officer  
**Department:** Police  
**Reports To:** Police Sergeant  
**Salary:** \$27.86 - \$41.26  
**Hiring Range:** \$27.86 - \$34.56

<b>Job Status:</b> Regular, Full-Time	<b>FLSA Status:</b> Non-Exempt	<b>Town Status:</b> Classified
<b>Origination Date:</b> 2/20/2010	<b>Revision Dates:</b> 6/07/2016, 9/30/21, 1/15/2023,10/30/2024, 6/2025	

**JOB SUMMARY**

Performs police patrol, criminal investigations, enforces traffic regulations and related law enforcement activities, functions and duties. Proactively undertakes community-oriented policing by working with and assisting a variety of persons of different cultures and backgrounds. Respond to calls for emergency and non-emergency calls for service. Summons resources and/or other law enforcement officers as needed to address policing or other safety incidents. Prepares a variety of reports, forms, and records. Provides proactive crime prevention services. Works a variety of rotating shifts that includes working weekdays, weekends, holidays, during a variety of scheduled hours (day, swing, and midnight watches) during harsh weather to include extreme heat and cold, wind, rain, snow, and other storm related weather.

**ESSENTIAL FUNCTIONS**

***Essential Functions are not intended to be an exhaustive list of all responsibilities, duties, and skills. They are intended to be accurate summaries of what the job classification involves and what is required to perform it. Employees are responsible for all other duties as assigned. The duties and responsibilities are subject to change as the needs of the Town and requirements of the position change.***

- Must be able to exercise appropriate independent judgment in deciding course of action, patrols areas of operations, controls traffic, investigates accidents, misconduct and crimes, and arrests those suspected of committing crimes or being involved in misconduct. Must be able to exercise great restraint and maintain impartiality when being ridiculed, called names, chided, or challenged about their position, profession, actions, and duties.
- Seeks out and interviews suspects, victims, witnesses, and other involved parties; obtains, compiles, and preserves evidence; prepares cases for filing of charges, testifies in court related to policing activities.
- Investigates crimes, situations, and accidents, develop leads and tips, searches scene for clues (to include moving objects, breaking doors or other entry points to a vehicle or structure), measures and diagrams crime and incident scenes, analyzes and evaluates evidence, and renders assistance. Some of the crime and incident scenes will be violent and graphic in nature to include dealing with severely injured persons or deceased persons who may have died by violent means involving blunt impact trauma, machinery or weapons that left a body with severe injuries or possible dismemberment.
- Proactively undertakes community-oriented policing by working with and assisting persons with such matters as preserving the peace, protecting the public, deal with locked or stalled vehicles, crime prevention, traffic safety, home protection, or providing information about department policies or police activities and incidents.



- Respond to calls for emergency and non-emergency services. Summon resources as needed and directs their response.
- Must be able to drive in a department approved manner during normal patrol and police related activities as well as during response to emergency situations and/or vehicle pursuits.
- Prepares a variety of reports, forms and records related to investigations, field interviews and interrogations, drug or alcohol-related incidents, burglaries, robberies, sexual assaults, physical assaults, thefts, vehicle impoundment, traffic hazards, etc.
- Maintain equipment, supplies and facilities.
- Coordinate activities with other town officers, exchanges information with officers in other jurisdictions, obtains advice from Town Prosecutor, County Attorney or Court Administrator as needed. Maintains contact with the general public, court officials and other Town officials in the performance of policing activities.
- Assists in emergency evacuations and situations as needed. May need to restrain a person in a hostile situation or to maintain order to include the need to use physical force against such person up to and including lethal force. Potential for injury and exposure to violent people; may be exposed to bodily fluids, infectious disease, and airborne particles and fumes. May need to use a variety of appropriate levels of force against persons to effect arrests, detentions, or other law enforcement duties.
- Performs all work duties and activities in accordance with department and/or Town policies and procedures.
- Works in a safe manner and reports unsafe activity and conditions. Follows Town-wide safety policy and practices and adheres to responsibilities concerning safety prevention, reporting, and monitoring as outlined in the Town's Health and Safety Manual.

### **KNOWLEDGE, SKILLS & ABILITIES**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Ability to:

- Efficiently and appropriately use firearms, restraint devices and other police-related equipment.
- Use good judgment and make appropriate decisions under pressure.
- Evaluate situations and deploy quick, effective, and reasonable courses of action with due regard to surrounding hazards and circumstances.
- Prepare clear, accurate, and comprehensive reports.
- Be courteous but firm with members of the public.
- Acquire knowledge of police methods, practices, and procedures and to apply this knowledge to specific situations.
- Acquire a knowledge of the geography of the Town and the location of important buildings and locations.
- Besides operating a patrol vehicle, be able to operate other vehicles such as but not limited to a bicycle, ATV, UTV, and similar gas and/or electric powered vehicles.
- Work effectively with all segments of the public.
- Make appropriate decisions under pressure.



- Keep immediate supervisor and designated others fully and accurately informed concerning work progress, including present and potential work problems and make suggestions for new or improved ways of addressing such problems.
- Understand and carry out oral and written directions.
- Always uphold the Law Enforcement Code of Ethics.

### **MINIMUM QUALIFICATIONS**

- High School Diploma or General Equivalency Diploma (G.E.D.).
- Must be 21 years of age by academy graduation; and
- Successful completion of Police Academy; and
- Arizona Police Officer Standards and Training Board (AZ POST) Peace Officer Certification.
- NOTE: New recruits will obtain necessary certifications by attending and passing a Police Academy.
- Lateral officers must have one year of experience as a certified police officer.
- Must adhere to the SPD's Mission, Vision, Values, and Expectations.

### **PREFERRED QUALIFICATIONS**

- Associate's Degree from an accredited college or university in Law Enforcement, Criminal Justice, or a related field.
- Possess prior law enforcement, security, or investigation experience.

### **REQUIREMENTS**

- Requires Arizona Police Officer Standards and Training Board (AZ POST) Peace Officer Certification. Also requires the ability to obtain and maintain an Arizona Criminal Justice Information Systems (ACJIS) certification.
- Ability to obtain an Arizona driver's license within 10-days of employment and is then required to maintain the Driver's License throughout period of employment.
- Ability to obtain all certifications and complete all mandatory training, as determined by the Chief of Police, and must be completed within the timeframe determined by the department.
- Must adhere to the SPD's Mission, Vision, Values, and Expectations.
- Must be able to pass a thorough background investigation in accordance with standards set by the Chief of Police.
- Maintain a physical fitness level to meet the demands of the job.

This job description does not constitute an employment agreement between the Town of Sahuarita and the employee and is subject to change by the Town of Sahuarita as needed.

Management's vision is for all employees to embrace, support, and promote the Town's values, beliefs, and culture, which include but are not limited to the following expected behaviors:

- High ethical standards
- Active participation in teamwork
- Strong safety principles and safety awareness
- Provide outstanding customer service to internal and external customers

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