

# City of Lewisville

## Certified Police Officer -Hiring Incentive of \$2,500.00

### **SALARY**

\$40.23 - \$50.83 Hourly, \$6,973.53 - \$8,810.40 Monthly, \$83,682.35 - \$105,724.74 Annually

**LOCATION** Lewisville, TX

**OPENING DATE** 01/09/2025- 07/09/2025.

### **Position Summary**

**It is our pleasure to welcome you to our beautiful City of Lewisville! We're excited to receive your application and explore how you can contribute to our vibrant community. We are taking applications right now.**

**We are offering a *Hiring Incentive of \$2,500.00***



The selection process for Certified Police Officer consists of several steps and is intended to produce the most current list of candidates who are qualified to become Lewisville Police Officers. *The City of Lewisville does not fall under State Civil Service Law.*

The starting annual salary for Police Officer is \$83,682.35 increasing to \$86,999.95 after completion of the Field Training Program; the top of range salary for Police Officer is \$105,724.74 For lateral entry program and salary, please see below.

**Selection Process and Background Standards:** You will find detailed information on the hiring process for Certified Police Officer by following this link: [Click Here](#). We highly encourage applicants to read this document to know what to expect when applying.

### **Selection Process Steps:**

1. Submit online application
2. Schedule row test date
3. Complete a Personal History Statement (PHS) prior to row testing (received in an email From HR)
4. Complete required row testing
5. Submit the completed Personal History Statement
6. Receive, complete, and return a Polygraph Statement (received in an email from HR)
7. Background Investigation
8. Polygraph Test
9. Chief's Interview
10. Physical and drug examination
11. Psychological examination

**Lateral Hire Program:**

A lateral Police Officer from Texas is eligible for a starting salary based on their whole years of police experience. Service time, for determining the starting salary, can include multiple agencies if breaks in service are less than thirty days and all agencies meet the required criteria.

A lateral Police Officer from another state must come from an agency of 50 or more officers or have policed a population of 25,000 or more people to be eligible for the lateral program. Service time, for determining the starting salary, can include multiple agencies if breaks in service are less than thirty days and all agencies meet the required criteria.

The following requirements **MUST** be met to be considered for the lateral hire program for Certified Police Officer:

- All Texas Certified Peace Officers are eligible for lateral entry.
- Officers certified in other states must be eligible to obtain Texas Peace Officer certification through TCOLE. Here is a link to the pathway for out of state officers seeking licensure through TCOLE: <https://www.tcole.texas.gov/content/out-state-peace-officers>
- Lateral applicants must have been in a position where they had the authority to enforce laws, investigate crimes, make arrests, respond to calls for service, carry a firearm and use discretion as part of their assigned duties.
- Experienced officers must successfully complete each step in the hiring process in the same manner as any other applicant.
- Applicants with a law enforcement background must have received, or will receive, an **honorable discharge** through Texas Commission on Law Enforcement (for other states, TCOLE equivalent) to be employed by the Lewisville Police Department.
- Applicants must meet the requirements for sponsorship as a States Witness for Denton County or any other County. Any questions regarding the lateral hire call Inv. Maly at 972-219-3616

**The starting annual salary for Certified Police Officer lateral entry is:**

<b>Experience</b>	<b>Current Salary</b>
1 year of experience	\$90,449.42
2 years of experience	\$94,032.85
3 years of experience	\$97,816.16
4 years of experience	\$101,381.49
5 years of experience	\$105,724.74

**Rowing Calculator- [Click Here](#)**

**500 Meter - [Click Here](#)**

**4 minute test - [Click Here](#)**

**Essential Functions**

Enforces federal and state laws and local ordinances. Performs a variety of duties relative to assigned area of responsibility such as identifying and apprehending criminal violators; ensuring

the free flow of traffic; executing warrants of arrest and assisting in serving warrants; presenting crime prevention programs. Performance is evaluated through observation, oral and written reports, and by results obtained.

- Responds to radio calls for all types of police services.
- Takes proper police action at scene of crime, administers first aid, gathers evidence, locates witnesses and makes arrests; appears in court to present evidence and testify against persons accused of crimes.
- Patrols assigned geographic area to identify and deter criminal activity, aids citizens needing assistance, and arrests violators of the laws.
- Ascertains validity of information of information or secures evidence for the arrest of persons alleged to have committed a crime;
- Interviews suspects, prisoners, complainants, and witnesses; takes information or secures evidence for the arrest of persons alleged to have committed a crime;
- Searches for and preserves evidence; interviews suspects, prisoners, complainants and witnesses to obtain information about crimes; reports automobile accidents, interviews witnesses, takes information, and makes detailed reports.
- Issues citations and investigates traffic accidents.
- Testifies in legal proceedings.
- Conducts investigations of criminal offenses, missing persons, and all public safety incidents.
- Intervenes and mediates in crisis situations and all types of disputes.
- Instructs citizens, businesses, school, and civic organizations about methods and techniques that may help prevent citizens coming victims of crime.
- Develops and implements community-based policing strategies and programs.
- Executes misdemeanor and felony warrants of arrest.
- May serves as Court Bailiff for Municipal Court.
- Takes fines and bonds and releases prisoners.
- Performs all other related duties as assigned.

## **Position Qualifications**

### **Education**

- High School Diploma or GED.

### **Experience**

- Law enforcement or related experience preferred.
- TCOLE License preferred.
- Experience working in the Lewisville Police Department preferred.
- Any combination of related, education, experience, certifications, and licenses that will result in a candidate successfully performing the essential functions of the job is an acceptable substitute for the above specified education and experience requirements.

## **REQUIRED SKILLS & ABILITIES**

### **Knowledge of:**

- Knowledge of local, state and federal laws and applicable civil laws.

- Knowledge of departmental policies and procedures.

**Ability to:**

- Ability to accept responsibility and account for his/her actions.
- Ability to follow instructions, safety practices and standard operating procedures in performing assigned tasks.
- Ability to be punctual and attend work regularly
- Ability to work effectively with people regardless of their age, gender, race, ethnicity, religion, or job type.
- Ability to perform work accurately and thoroughly.
- Ability to communicate clearly and concisely, both orally and in writing.
- Ability to use thinking and reasoning to solve a problem.
- Ability to make critical decisions while following established procedures.
- Ability to demonstrate conduct conforming to a set of values and accepted standards.
- Ability to be truthful and be seen as credible in the workplace.
- Ability to make decisions or take actions to solve a problem or reach a goal.
- Ability to look beyond the standard solution.
- Ability to formulate a sound decision using the available information.
- Ability to influence others to perform their jobs effectively in a team environment and to be responsible for making decisions.
- Ability to effectively present information publicly to staff, management and other groups/organizations.
- Ability to find a solution for or to deal proactively with work related problems.
- Ability to use technology to its fullest capabilities.
- Ability to overcome violent resistance and apprehend and arrest law violators.

**Skills:**

- Skill in use of personal computer including Microsoft Office, Open Office or similar word processing programs, e-mail and the internet.
- Skill in vehicle operation.
- Skill in use of firearms.

**Other Requirements:**

- Be at least twenty (20) years and 6 months of age at the time of the written entrance examination.
- Must be a US Citizen.
- Be fingerprinted and subjected to a search of records to disclose a criminal record.
- Not be on probation for a criminal offense.
- Must submit to and pass a pre-employment drug test and physical exam.
- Have vision correctable to 20/20 binocular for all hours of the day including day, evening and night.
- Must possess a valid State of Texas Drivers License Class "C" and good driving record as defined by City policy.
- Ability to successfully pass a validated physical ability and row test.

- Achieve a minimum of 70% on police department physical fitness rowing test using Texas Department of Safety Standards.
- Ability to pass a background investigation.
- Ability to pass post-offer physical, psychological, polygraph, and drug test.

Due to the sensitivity of spam filters, it is recommended to frequently check your Job Seeker Inbox through your [governmentjobs.com](http://governmentjobs.com) account during the application process as you may receive email notices from Human Resources.

**POLICE BACKGROUND STANDARDS:** [Please read click here.](#)

**PHYSICAL DEMANDS**

Physical Abilities		Lift/Carry	
Stand	F (Frequently)	10 lbs or less	F (Frequently)
Walk	F (Frequently)	11-20 lbs	F (Frequently)
Sit	F (Frequently)	21-50 lbs	O (Occasionally)
Handling/Fingering	F (Frequently)	51-100 lbs	O (Occasionally)
Reach Outward	F (Frequently)	Over 100 lbs	O (Occasionally)
Reach Above Shoulder	O (Occasionally)		
Climb	O (Occasionally)	<b>Push/Pull</b>	
Crawl	O (Occasionally)	12 lbs or less	F (Frequently)
Squat or Kneel	O (Occasionally)	13-25 lbs	O (Occasionally)
Bend	O (Occasionally)	26-40 lbs	O (Occasionally)
Stairs	F (Frequently)	41-100 lbs	O (Occasionally)

- N (Not Applicable)** Activity is not applicable to this occupation
- O (Occasionally)** Occupation requires this activity up to 33% of the time (0-2.5+ hrs/day)
- F (Frequently)** Occupation requires this activity from 33% - 66% of the time (2.5 – 5.5+ hrs/day)
- C (Constantly)** Occupation requires this activity more than 66% of the time (5.5+ hrs/day)

**Other Physical Requirements**

Ability to work in adverse conditions when required.

The City of Lewisville has reviewed this job description to ensure that essential functions and basic duties have been included. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

*Disclaimer*

*This job description is not an employment agreement or contract. The City of Lewisville has the exclusive right to alter this job description at any time without notice.*

### **Work Hours**

**Hours vary, weekends, mornings, evenings, graveyard, 24/7.**

### **Benefits**

Experience job stability and attractive benefits by pursuing a full-time career in municipal government with the City of Lewisville.

- TMRS – Employees are required to contribute 7% of their salary, the City will match 2:1
- 457(b) Deferred Compensation Plan – if employees contribute a minimum of 4%, the City will contribute 3.76% to a 401(a) Plan in the employee's name (vested after 5 years of service)
- Medical Coverage (includes Prescription Drugs) – 2 medical plans through CIGNA, including an HSA
- Dental Coverage through CIGNA
- Vision Coverage through Superior Vision
- Employee Assistance Program
- Flexible Spending Accounts (Medical and Dependent Care FSA's)
- Pre-tax Premium Deductions
- Life Insurance equal to four times annual salary
- Accidental Death and Dismemberment Insurance equal to three times annual salary
- Voluntary Dependent Life Insurance
- Long-Term Disability Insurance
- Voluntary Accident, Hospital, and Critical Illness Coverage
- 10 days of vacation per year for years 1-4, 15 days of vacation per year for years 5-9, and 20 days of vacation per year for 10+ years of service.
- 15 sick days per year
- 11 paid holidays per year
- 8 Hours of Paid Volunteer Time Off per year through our VTO Program
- 15 days paid military leave per year
- Extended military pay if called to active duty
- Workers' Compensation
- Near-site Wellness Center
- Wellness Incentive Program
- Employee membership discount to Thrive, LELLA, and Lake Park
- Employee recognition programs and events throughout the year
- Officers are also eligible for up to \$150 a month for education/certification pay after successful completion of the training program and \$50/month for Spanish bilingual pay
- Police Lateral Entry Program

### **Agency**

City of Lewisville

**Address** 151 W Church Street, Lewisville, Texas, 75057

**Phone** 469-635-5252 **Apply at:** <https://www.governmentjobs.com/careers/lewisville>