



City of Joshua, TX Police Officer

SALARY	\$28.85 - \$36.06 Hourly \$2,307.69 - \$2,884.62 Biweekly \$5,000.00 - \$6,250.00 Monthly \$60,000.00 - \$75,000.00 Annually	LOCATION	Joshua, TX
JOB TYPE	Full-Time	DEPARTMENT	Police
DIVISION	Patrol	OPENING DATE	02/02/2026
FLSA	Non-Exempt		

Position Summary

Under general supervision, this sworn, working-level law enforcement class performs varied law enforcement duties to include enforcing laws and regulations and apprehending criminals, providing information, advice, and assistance to the public in their use of police, conducting criminal investigations, and any other related work as required.

This is a broad classification with individual positions assigned to specific functional areas, duties and assignments may overlap depending on the operational needs of the department and staffing levels. Shift schedules and job assignments may be changed periodically to assure the maximum delivery of effective police services.

Essential Job Functions

- Enforces State, Federal, and traffic laws and City ordinances by patrolling the City in a car, motorcycle, all-terrain vehicle, bicycle, and any other means of transportation and on foot; answers calls for the protection of life and property, and the enforcement of City, County, and State laws; may conduct both preliminary and follow-up investigations of reported criminal activity, deaths, and vehicle traffic accidents in order to uncover and document relevant evidence and/or testimony.
- Coordinates crime scenes and preliminary investigations by responding to residential and commercial incidents, traffic and other accidents, reports of driving while intoxicated, assaults, violence, unexplained deaths, arresting suspects and violators, then securing the scene, maintaining logs, observing and collecting evidence, assisting victims and families and writing necessary reports.
- While on patrol, stops drivers who are operating vehicles in violation of laws; warns drivers against unlawful practices; issues citations and warnings, and makes arrests as necessary; checks buildings for physical security; performs arrests of individuals who violate the law and/or ordinance; interviews victims, complainants, and witnesses; interrogates suspects; gathers and preserves evidence; testifies and presents evidence in court.
- Responds to any emergency, utilizing exceptional physical abilities which include but are not limited to high-speed driving, pursuing criminals while on foot, carrying injured persons, climbing fences and walls, overcoming physical resistance of uncooperative violent suspects; directs traffic at emergency scenes, fires, and special events.
- Sets up roadblocks using traffic barriers other than cars, e.g. cones, sawhorses, signs, etc.
- Responds to calls for assistance and provides necessary policing protection.

- Investigates traffic accidents and directs traffic.
- Conducts searches according to due process procedures and collects physical evidence.
- Adheres to assigned work schedule as outlined in the Department and City attendance policies and procedures; ensures all behaviors comply with the City's Personnel Policies and Regulations.
- Processes prisoners into jail facility; receives, searches, books, fingerprints, and transports prisoners.
- Prepares court cases and provides testimony.
- Prepares property, auto, and supply records.
- Increases job proficiency by conducting and participating in a variety of training programs and staying abreast of new innovations and developments in the field of law enforcement and investigation.
- Contacts and cooperates with other law enforcement agencies in matters relating to the investigation of crimes and the apprehension of offenders.
- Prepares reports of arrests made, investigations conducted, and unusual incidents observed.
- Serves warrants and subpoenas.
- Administers first aid in emergencies.
- Maintains contact with citizens regarding potential law enforcement problems and preserves good relationships with the general public.
- Works unsupervised as a solo unit when responding to emergencies.
- Provides field training for new recruits.
- Assists citizens with clean up after break-in or vandalism, clearing debris from storm damage, etc.
- Assists in setting up training equipment, e.g. firing range, driving course, etc.
- Assists in capturing, transporting, and destroying animals when appropriate.
- Removes from roadway objects posing traffic hazards, e.g., debris, tree limbs, loose livestock, dead animals.
- Instructs citizens, businesses, schools, and civic organizations about methods and techniques that may help prevent crime.
- Fosters good police-community relations among residents and civilian population
- Works rotating shifts, including nights, weekends, and holidays.
- Perform specialized investigative or detective work as assigned by the Police Chief.
- Adheres to assigned work schedule as outlined in the Department and City attendance policies and procedures; ensures all behaviors comply with the City's Personnel Rules and Regulations.
- Subject to after-hours call out for emergencies.
- Must be able to work rotating shifts, including nights, weekends, and holidays.
- Must arrive at work on time and must maintain a regular and reliable level of attendance.
- Performs all other duties as assigned.

Required Knowledge, Skills, and Abilities

Knowledge of:

- Public relations in law enforcement
- Safe automobile operation involving the vehicle code
- Principles of first aid
- City geography

Skill in:

- Observation and memory of places, persons, names, and incidents
- Verbal, numerical, and abstract reasoning
- Demonstrating assertiveness
- Use of firearms, defense tactics, and related law enforcement equipment
- Empathy and compassion

Ability to:

- Complete a variety of written reports and citations which may be used in a court of law
- Be courteous but firm with the public
- React quickly and calmly under emergency conditions
- Make sound decisions, use good judgment, and problem solve
- Demonstrate courage and take responsibility
- Be resourceful and show initiative

- Develop skill in the use of firearms
- Analyze situations and adopt effective courses of action
- Read and understand laws, ordinances, departmental policies, rules, written and oral instructions
- Read and write reports
- Possess and demonstrate integrity
- Capacity for engaging in teamwork and ability to collaborate

Preferred Education, Experience, and Certifications

PREFERRED EDUCATION, EXPERIENCE, AND CERTIFICATIONS

High School Diploma or G.E.D equivalent.

Current peace officer certification from Texas Commission on Law Enforcement.

Must maintain a firearms qualification and any other required training.

Must successfully complete training curriculum as specified in the City of Joshua Training Manual for a Police Trainee.

Must be able to respond from residence to the police station within a reasonable amount of time.

OTHER REQUIREMENTS

Must be a United States Citizen and twenty-one (21) years of age at the time of application.

A one (1) year probationary status is required during the initial advancement of this position.

Additional requirements, such as required training courses, and pre or post-promotional educational requirements, specifically those code provisions authored by the Texas Commission on Law Enforcement.

Must pass a physical ability assessment as prescribed by the Joshua Police Department showing the applicant is physically capable of performing the essential job functions of a Police Officer.

Must pass a pre-employment drug screen, criminal background check, MVR check.

Must pass a psychological examination and be declared in writing (by a licensed psychologist) to be in satisfactory psychological and emotional health for licensing as a peace officer.

Must possess a valid Class C Texas motor vehicle driver license and the ability to maintain a satisfactory driving record.

Employer

City of Joshua, TX

Address

101 S. Main St.

Joshua, Texas, 76058

Website

<https://www.cityofjoshuatx.us/>