

City of Plum Grove, Texas

Plum Grove Police Department

Position – Police Officer

Pay Range: \$19.00 – \$21.00 per hour

Open Until Filled

Position Title: Police Officer (Full-Time)

Reports To: Patrol Sergeant or Designee

Supervises: None

Division: Patrol

Location: Plum Grove, Texas

General Description:

The Plum Grove Police Department is currently accepting applications for the position of **Police Officer**. This position is responsible for enforcing state laws and municipal ordinances within the jurisdiction of the City of Plum Grove. The successful candidate will serve the community with integrity, professionalism, and a commitment to public safety through proactive, community-oriented policing.

Essential Duties and Responsibilities:

- Respond promptly and safely to calls for service.
- Protect citizens, employees, property, and visitors from criminal activity.
- Patrol assigned areas, including roadways, neighborhoods, and critical infrastructure.
- Enforce traffic laws, direct traffic, and respond to roadway hazards.
- Apprehend offenders in accordance with law and department policy.
- Conduct preliminary and follow-up investigations of reported crimes.
- Maintain proper evidence handling and chain-of-custody procedures.
- Prepare and complete detailed reports, citations, affidavits, and arrest documentation.
- Assist and collaborate with county, state, and federal agencies to enhance public safety.
- Assist motorists and investigate minor traffic accidents.
- Utilize department computers and software to document daily activity and generate reports.
- Subject to call-in for emergency situations, court appearances, disasters, and community events.
- Perform other duties as assigned by the Chief of Police or designee.

Knowledge, Skills, and Abilities:

- Knowledge of Texas criminal and traffic law.
- Ability to remain calm in high-stress situations and exercise sound judgment.
- Effective verbal and written communication skills.

- Ability to operate standard law enforcement equipment, firearms, and vehicles.
- Ability to interact professionally with the public and co-workers.
- Must maintain physical strength, agility, and stamina for law enforcement activities.
- Must be capable of lifting and moving individuals or objects up to 50 lbs. regularly and up to 150 lbs. occasionally.

Minimum Qualifications:

- Must be 21 years of age or older.
- High school diploma or GED required.
- Must be a United States citizen.
- Must hold a valid **Texas Commission on Law Enforcement (TCOLE) Peace Officer license**.
- Must possess a valid **Texas Driver's License** with a satisfactory driving record.
- Must successfully pass a comprehensive background investigation with favorable results.
- Must be able to pass a pre-employment drug screening.
- Must be able to obtain or maintain any required certifications or licenses.

Professional Expectations:

Plum Grove Police Officers are the frontline representatives of the community and are expected to carry out their duties with professionalism, fairness, and dedication. Officers are expected to exhibit a strong understanding of both **community-oriented** and **proactive policing** principles. Officers must demonstrate personal responsibility in the care, maintenance, and accountability of city-issued equipment and department resources.

How to Apply:

Interested candidates should submit a **COMPLETE** Municipal Application and resume to:



PG_Municipal_Application_PDF_Fillable.pdf

Monica Palacios, Sergeant

Plum Grove Police Department

Email: Palacios.Monica@PlumGrovePD.com

Applications will be accepted until the position is filled. Incomplete applications or applications with blank sections are subject to automatic rejection. The City of Plum Grove is an Equal Opportunity Employer.