



# MADISON *Indiana*

**Application for Employment:** Patrolman

**Department:** City of Madison Police Department - MPD

**Reports to:** Chief of Police

**Salary & Benefits:**

This is a salaried position - \$59,992.00 Probationary with ILEA certification and \$58,910.00 Probationary. Sign-on Bonus for Tier 1 Certified Officers- \$2,500.00. Benefits for the position include medical, dental, and vision insurance, life insurance, additional voluntary life insurance, retirement plan, health savings account, employee assistance program, paid time off (sick, holiday, vacation time), parental leave benefits, and a no-cost clinic with Britt's Family Medicine.

**Job Summary:**

The City of Madison is seeking a dedicated and highly motivated individual(s) to join the law enforcement team as a city Patrolman. The city Patrolman will play a crucial role in ensuring the safety and security of the community by patrolling designated areas, responding to incidents, and enforcing local laws. This position requires a strong sense of responsibility, excellent communication skills, and the ability to make quick and sound decisions in dynamic situations.

**Essential Job Functions:**

- I. **Patrol Duties:**
  - Conduct Routine patrols of assigned areas to deter criminal activity and maintain a visible presence in the community.
  - Respond promptly to calls for service, emergencies, and incidents within the city limits.
  - Investigate suspicious activities and individuals, taking appropriate action as necessary.
- II. **Law Enforcement:**
  - Enforce local, state, and federal laws and ordinances.
  - Issue citations and warnings for traffic violations and other offenses.
  - Conduct thorough investigations and gather evidence for criminal cases.
- III. **Community Engagement:**
  - Build positive relationships with community members to foster trust and cooperation.
  - Provide information and resources to the public regarding crime prevention and safety.
- IV. **Emergency Response:**
  - Assist in emergencies, including natural disasters, accidents, and other crisis events.
  - Coordinate with other law enforcement agencies, fire departments, and emergency services as needed.
- V. **Documentation and Reporting:**
  - Maintain accurate and detailed records of daily activities, investigations, and interactions.

- Prepare and submit reports on incidents, arrests, and other law enforcement activities.

### **Qualifications**

- High school diploma or equivalent; some college education or a degree in criminal justice is preferred.
- Valid driver's license with a clean driving record.
- Strong physical fitness with the ability to pass a physical fitness test.
- Excellent communication and interpersonal skills.
- Ability to remain calm and make sound decisions in high-pressure situations.
- Willingness to work irregular hours, including nights, weekends, and holidays.

### **Physical Demands & Working Environment:**

The conditions herein represent those that must be met by an employee to perform the essential functions of this job successfully. Reasonable accommodation may be made to enable individuals with disabilities to perform essential job functions.

- **Environment:** Work is performed primarily outdoors in various weather conditions with periods of periodic exposure to smoke, toxic chemicals, noxious gases/fumes, extreme temperatures, inclement weather, traffic hazards, dangerous heights, bloodborne pathogens, and other infectious materials, communicable diseases, and violent/distraught individuals. Safety precautions must be used and followed at all times to avoid injury to self and others.
- **Physical:** Ability to physically perform the essential duties of the position, including, but not limited to, sitting and/or standing/walking for long periods, handling/grasping objects, hearing sound/communication, periodically exerting strenuous physical effort, pushing/pulling/lifting/carrying objects weighing more than 50 lbs., climbing stairs and ladders, reaching, and bending. Ability to meet the physical fitness requirements of a police officer, including participation in an annual physical.

### **Equal Opportunity Employer/ADA**

The City of Madison is an Equal Opportunity Employer, and all qualified applicants will receive consideration for employment without regard to race, color, creed, religion, sex, age, national origin, or any other category protected by law. Further, the city will comply with all legal requirements related to affirmative action, and the employment of the handicapped, and veterans.

In compliance with the Americans with Disabilities Act, the City of Madison will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

To apply visit our website at [Careers / Madison, Indiana \(madison-in.gov\)](https://careers.madison-in.gov) or pick up an application at the Madison Police Department, 621 West St., Madison, IN 47250.

Applications are accepted on a rolling basis.