



Photographic Traffic Control System Administrative Hearing Officer

Under general supervision of the Photographic Traffic Control System and Traffic Safety Program Sergeant, conducts administrative hearings for personnel cited by the Photographic Traffic Control System. The Administrative Hearing Officer will hold hearings and decide the guilt or innocence of citizens whom have been given a citation by the system. This officer will also be responsible for reviewing potential violations on the computer and deciding whether citations should be issued or rejected. This position is also responsible for enforcing all laws of the City, State, and the United States, carry out special assignments in the field of police work; assist with traffic control and enforcement; provide reports of assignments and/or do related work as otherwise assigned.

REQUIREMENTS:

- Minimum of an advanced Peace Officer certification is required to apply.
- Ten Years as a Police Officer in either civilian or military law enforcement capacity.
- A minimum of at least one year of supervisory experience.
- Must be able to pass physical fitness, background investigation, psychological evaluation, reading comprehension exam physical exam and drug screening.

PREFERRED QUALIFICATION:

- Extra consideration will be given to applicants who have:
 - Instructed law enforcement courses and that have an instructor license issued by the Texas Commissioned on Law Enforcement
 - Applicants who have instructed law enforcement firearm courses and that have a firearms instructor license issued by the Texas Commissioned on Law Enforcement
 - Completion of supervisory level incident management training courses as proscribed by NIMS
 - Applicants who have directed or commanded emergency response scenes, to include barricaded subjects, hostage situations, and active shooter scenes
 - Experience assigned to or leading a proactive tactical unit such as Special Weapons and Tactics, Gang Unit, or a street crime unit.
 - Applicants who have knowledge in acquisition of equipment through DRMO, federal agencies, and grants will be given additional points when scoring of the candidates
 - Associates Degree or 60+ hours of College

SALARY:

- Estimated \$47,000/ year.
- Non-Exempt Position
- Plus Certification pay
 - Master \$3,250/year
 - Advance \$2,340/year
 - Intermediate \$1300/year
 - Basic \$650/year
- \$700/yr. uniform allowance
- 100% Employee Coverage for Health, Dental and Life Insurances
- Participation in the Texas Municipal Retirement System (TMRS) 7% and 2:1 match.

CLOSING: All applications or resumes must be submitted to the Human Resources Office no later than 5:00 p.m. on September 23, 2020. Employment applications can be located at www.leonvalleytexas.gov or City Hall located at 640 El Verde Road, Leon Valley Texas, 78238. AA/EOE/ADA