



## Job Opportunities

January 30, 2012

Applications and job descriptions are available at 202 East Pilar Street in the Human Resources Department. Applications and/or resumes can be mailed to City of Nacogdoches, Human Resources Department, P. O. Drawer 635030, Nacogdoches, Texas 75963. Phone (936) 559-2567 Fax (936) 559-2915. EOE

Position	Pay Rate	Closing Date
<p><b><u>POLICE OFFICER RECRUIT - POLICE DEPARTMENT</u></b>            High school diploma or equivalent. Ability to obtain TCLEOSE certification and other requirements of becoming a Police Officer. (Req# 2011-1514-1)</p>	\$16.18/hr	OPEN UNTIL FILLED
<p><b><u>POLICE OFFICER - POLICE DEPARTMENT</u></b>            High school diploma or equivalent. Basic TCLEOSE certification required.(Req# 2011-1514-1)</p>	\$18.60/ 19.46*	OPEN UNTIL FILLED
<p><b><u>COMMUNICATIONS DISPATCHER – POLICE DEPARTMENT</u></b>            Handles and routes calls regarding crimes, fires, public utilities, and/or general information concerning addresses and nature or problems. Must have a valid Texas driver's license, High school diploma, proof of minimum typing speed of 30 WPM, and basic knowledge of Microsoft Office. 20/20 vision required (corrected 20/20 vision accepted). Some related communications, dispatching, or reception experience is preferred but not required. (Req# 2011-0115– 1)</p>	\$14.77/ 15.50*	OPEN UNTIL FILLED
<p><b><u>EQUIPMENT OPERATOR II – STREETS</u></b>            Operates equipment used in street maintenance operations; participates in all activities relating to street maintenance, repair, and construction. Must have a valid Class B CDL, Texas driver license, high school diploma or equivalent, and two or more years experience operating heavy equipment. (Req# 2011– 0126-2)</p>	\$12.20/ 12.81*	OPEN UNTIL FILLED
<p><b><u>FIREFIGHTER– FIRE</u></b>            Must have High school diploma or equivalent, Firefighter and Emergency Medical Technician Certifications required, Valid Texas Class B Driver license; or the ability to obtain within 3 months. Pay is based on a 53 hour work week with scheduled overtime. Additional pay for certifications and tenure. (Req#2012-1717-1)</p>	\$37,323/ 38,826	March 15, 2012
<p><b><u>BALIFF/WARRANT OFFICER– MUNICIPAL COURTS</u></b>            Maintains order and security in court and court building and responsible for clearance of outstanding warrants issued by Nacogdoches municipal court. Serve summonses, notices and various legal documents in appropriate cases. Valid Texas driver's license. Must possess basic certification by the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE). Must be licensed by the State of Texas as a Certified Peace Officer. High school diploma or GED plus one year of law enforcement experience involving public contact required. Part – time position. (Req# 2011-0103-1)</p>	\$18.61/ 19.47	OPEN UNTIL FILLED

All amounts are hourly unless otherwise noted and are based on a 40 hour work week.

\* after 6 month (12 months for Police Officers and Firefighters) probationary period has been successfully completed.

\*\*or the equivalent combination of education and experience.

Position	Pay Rate	Closing Date
<p><b><u>PT RECREATION ASSISTANT – RECREATION</u></b>  Performs routine clerical, maintenance, and recreational tasks in support of recreational activities on a part time basis (20 hours a week). Must have a valid Texas Driver's License and High School diploma or equivalent. Experience in recreational activities, athletic and physical training; or the equivalent combination of education and experience is preferred but not required. Must be available to work 5 p.m.-9 p.m. Monday through Friday and some Saturdays. Schedules may vary depending on departments needs. (Req# 2011-0122-3)</p>	<p>\$8.28/ 9.26*</p>	<p>OPEN UNTIL FILLED</p>

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\*\*or the equivalent combination of education and experience.