



JOB ANNOUNCEMENT

NEIGHBORHOOD SERVICES OFFICER

THE POSITION

The City of Gunnison is seeking a qualified individual to fill a full-time Neighborhood Services Officer position.

The Neighborhood Services Officer performs technical and administrative duties related to animal control, parking enforcement, property and evidence management, code enforcement, and other support and emergency services for the Police Department.

THE COMPENSATION AND BENEFITS

The starting salary range for this position is **\$43,000 to \$46,750 per year** plus benefits, based on qualifications. The position will be open until filled.

The City of Gunnison offers a competitive benefit program which initially includes three weeks of paid vacation, twelve days of paid sick leave and twelve paid holidays. 5% of the employee's gross pay is matched

by the City in a defined contribution retirement program. The City pays 75% of health insurance premiums for the employee and dependents, offers free access to doctors at any time via its Teledoc program, provides an Employee Assistance Program for free counseling, legal and financial assistance and offers a free membership to the City's Community Center.



THE IDEAL CANDIDATE

The successful candidate will have a combination of training and experience substantially equivalent to the following:

Successfully complete department training program, established for Neighborhood Services.

- Successfully complete department training program, established for Neighborhood Services.
- Complete Criminal Justice Information Services (CJIS) security awareness training, upon appointment.
- Must possess a valid Colorado driver's license and safely operate a vehicle to perform one or more essential functions.
- Must pass a thorough background investigation. Applicants with a record of conviction for serious misdemeanors may be disqualified. Must be honest, truthful, trustworthy and possess a high degree of personal integrity.
- Must submit to employee fingerprint verification and tracking through Colorado Bureau of Investigation. Per Criminal Justice Information Services (CJIS) Security Policy 5.12.1.1.3., no person with a felony conviction may have access to CCIC/NCIC generated information. As the position will have access to police reports, case files and areas of the police department that contain information and printouts from CCIC/NCIC no felony convictions are allowed.



HOW TO APPLY

The position will be open until filled and the first review of applications will be April 22, 2019.

Visit the City's website at www.GunnisonCO.gov/HR or the Finance Department at 201 W. Virginia Ave. to apply.

Call (970) 641-8070 for more information.