



Clearfield, City of (UT) Police Officer

SALARY	\$31.43 - \$51.95 Hourly	LOCATION	Clearfield City, UT
JOB TYPE	Full-Time (FT)	JOB NUMBER	05282025-915
DEPARTMENT	Police/Patrol	OPENING DATE	05/28/2025
CLOSING DATE	6/11/2025 11:55 PM Mountain		

General Purpose

****\$1,000 sign-on bonus:**

For those who are entry-level (no experience), those who are currently enrolled in a POST training program, and those who are currently POST certified or certifiable.

Preference may be given to those who are currently in a POST training program or whom are POST-certified or certifiable.

****\$2,500 sign-on bonus:**

For those with prior LEO experience, *lateral recruitment depending on previous years of law enforcement experience, year for year credit may be considered. Two (2) years of Corrections experience is equivalent to one (1) year of law enforcement experience.*

Preference may be given to law enforcement (patrol experience).

Important Dates:

Testing and interviews for this position are scheduled to take place on June 23, 2025, and June 25, 2025. Candidates selected to move forward in the hiring process should be prepared to participate in testing and interviews on either of these dates. Please plan accordingly.

GENERAL PURPOSE

Performs a variety of entry-level to full-performance technical law enforcement duties related to enforcing the laws, maintaining the peace, and protecting the citizens of Clearfield.

SUPERVISION RECEIVED

Works under the general supervision of a Sergeant or the Lieutenant/Assistant Chief.

SUPERVISION EXERCISED

May function as the Officer in Charge (OIC) in the absence of a higher-ranking officer or by assignment. Oversee officers with less experience in training or on a case-by-case basis.

Examples of Duties

Patrol

Patrols all areas of Clearfield City in police vehicles, on motorcycle, or on foot, including city streets, residential areas, parks and trailways, and business districts, with the intent of crime prevention and detection. Serves processes, notices, summons, and subpoenas and keeps records of dispositions.

Responds to calls for service and calls for assistance from other officers, or responds to calls at the direction of supervisory personnel; gathers evidence, secures crime scenes; makes preliminary investigation and interviews or interrogates complainants, witnesses, and suspects; prepares thorough and complete reports of investigations; performs case follow-up and assists with investigation activities as assigned; recognizes violations of criminal law and takes appropriate action including making arrests. Prepares for court cases and testifies in court when required.

Takes pro-active approach to law enforcement through recognition and enforcement of violations of traffic laws and ordinances; issues citations and warnings for moving violations; provides assistance to the community by directing traffic, assisting motorists, and answering general questions; investigates and enforces D.U.I.'s; investigates traffic accidents involving motor vehicles; prepares and submits accident, offense, and arrest reports, and other forms as necessary. Performs ongoing public relations to enhance the image of the department within the community.

Maintains professional appearance and adheres to department uniform and grooming standards.

Investigation

Conducts criminal investigations; processes scene of crime; finds, identifies, marks, and preserves evidence; interviews and interrogates witnesses, victims, and suspects; prepares all necessary reports.

Manages investigative caseload of major felony crimes; handles rape and homicide cases; works closely with supervisor(s) in solving difficult cases; follows up and ensures completion of all cases; conducts research and pursues clues, develops leads through proactive investigative techniques, makes telephone calls, tracts criminal histories, secures existing information on suspects, etc; apprehends and arrests suspects.

Answers business/bank complaints of theft, forgery, scams, bounced checks, embezzlements, and white-collar crimes; alerts businesses and community of check forgeries; performs surveillance; obtains search warrants; works closely with City and County attorney concerning legalities involved in certain cases and arrests.

Prepares facts, information, evidence, and statements for court proceedings; secures witnesses and testimonies; prepares visual diagrams of the scene of crime as deemed necessary; performs extraditions; testifies in court when necessary.

Develops informative contacts and participates in covert operations; investigates and apprehends persons suspected of illegal sale, purchase, or use of narcotics; may examine prescriptions and pharmacy's and physician's records to ascertain

legality of sale and distribution of narcotics; arrests narcotic offenders; obtains statements for prosecution of offenders and appears in court as a witness.

Administrative Services

Administrative Services Division consists of an administrative sergeant, school resource officers, domestic violence investigator (VAWA), and a mental health officer.

Works as a School Resource Officer; follows up on case assignments, interacts with students, provides security, and acts as a liaison between the various schools in the city and the police department. Responds to calls for service at the schools; attends school functions and activities.

Attends community policing assignments, plans for and prepares community events, may be assigned to patrol division and/or investigation division as needed.

Investigates, domestic violence incidents, follows up with domestic violence victims, coordinates with the Clearfield City Victim Advocate and other advocate agencies relevant to victim services. May teach classes related to domestic violence investigations as well as procedures. Obtains advanced knowledge of domestic violence investigations and procedures. Reviews all domestic violence-related cases.

Responds to incidents related to mental health crisis. Conducts mental health follow-ups with identified consumers or referrals from patrol. Works collaboratively with Davis Behavioral Health or other mental health professionals and first responders to ensure the safety and well-being of individuals in crises. Is a resource to connect those experiencing mental health crises with appropriate mental health resources and support services such as; counseling, therapy treatment options, mental health appointments, substance abuse treatment, and other areas of support. Serves as a knowledgeable resource, fostering community relationships and providing intervention, navigation, and ongoing follow-up to effectively serve those in need.

Obtains advanced knowledge of practices related to the response to mental health crises, autism, or other mental health diagnosis. Provides training (interdepartmental and external) on mental health awareness, de-escalation techniques, and best practices for responding to mental health crises. Reviews Crisis Intervention Team (CIT) certifications and re-certification requirements. Serves as the department's homelessness liaison with community partners/coalitions. Assists patrol officers on calls for service with those members of the community experiencing homelessness. Maintains a homelessness resource guide for department members to utilize in their interactions with homeless persons. Is a resource for those experiencing homelessness to connect them to appropriate resources. Reviews all department incidents that have a mental health and/or homelessness nexus.

Minimum Qualifications

MINIMUM QUALIFICATIONS

Education and Experience:

A. Graduation from high school or GED equivalent

AND

B. Successful completion of Police Officers Standards and Training Academy (POST).

AND

C. Certifications: , radar/lidar and intoxilyzer certifications. Newly hired officers will have three months from date of hire to obtain the required certifications of this position.

AND

D. Additional Training: Officers will successfully complete and remain current for all Department mandated training to include at minimum; EVO, Taser, and firearms. Within two years from date of hire officers will attend search and seizure training and interview and interrogation training. Within four years from date of hire officers will have completed 80 hours of specialized training (i.e. traffic investigation, drug investigation, firearms, CIT Academy, FTO training, or other approved specialized areas).

AND

E. Officers must have annual evaluation scores that progress to meet a score of meets expectations.

F. Higher education is not required but encourage and will be compensated as follows:

- Associates Degree: Eligible for a \$1.00 increase to hourly wage.
- Bachelors Degree: Eligible for a \$2.00 increase to hourly wage

Note: Increases are not cumulative; the maximum education-based wage increase is \$2.00 per hour. Multiple degrees do not result in additional wage increases beyond the highest degree awarded.

Master Officer Minimum Qualifications – 6 years of experience (at least 1 year with Clearfield City), meets requirements listed in sections C, D, and E, and completion of POST instructor development training, an active instructor within the department or member of a department training program, currently a field training officer (FTO), and 16 hours of leadership training, Master Officer advancement is 5% to the officer's hourly wage.

Officers must continue to meet all qualifications to retain Master Officer status. Failure to maintain any qualification may result in the revocation of the Master Officer designation and associated wage increase.

Special Qualifications:

Must be Police Officers Standards and Training (POST) certified and must maintain certification by attending a minimum of 40 hours of specialized training each year (including 16 hours in specified course objectives as defined by Utah Law).

Must possess a valid Utah State Driver's License and meet the requirements of the city's Motor Vehicle Policy.

Must maintain firearm proficiency.

Additional Qualifications/Information

Essential Functions, Knowledge, Skills, and Abilities:

Working knowledge of modern law enforcement principles, procedures, techniques, and equipment; applicable Federal, State, County and City laws and ordinances and departmental rules and regulations; all department issued equipment and maintains all issued equipment in good working order; to include firearms, vehicles, radios, etc.; hazardous waste classifications and emergency procedures related to control, containment and confinement; investigative procedures and practices; legal liabilities associated with arrest and law enforcement; court room procedures and laws of evidence; proper grammar, spelling and punctuation; use of firearms, the operation of police vehicles and other specialized equipment including breathalyzers, radar units, police batons and restraining devices.

Ability to react effectively in emergency, life and death and stress situations; use required force to effect arrests; exhibit initiative and problem-solving capabilities in coping with a variety of law enforcement situations; follow standard safety practices and procedures common to law enforcement work; perform work requiring good physical

condition; communicate effectively, verbally and in writing; establish and maintain effective working relationships with employees, other agencies and the public.

Work Environment:

Functions of the position generally performed in a controlled environment, but subject to all seasons and weather extremes. Constant travel. Tasks require a variety of physical activities involving muscular strain related to walking, standing, stooping, lifting, sitting, pushing, pulling and reaching. Elements of the job pose a high degree of hazard uncertainty. Physical readiness essential to effective job performance. Frequently lift 35 to 50 pounds and occasionally lift up to 75 to 100 pounds or more. Work requires quick emergency response. Incumbent must live within 30 miles of the shortest route to Clearfield City within 12 months of hire; work rotating shifts and 24 hours on-call; work weekends and holidays.

Clearfield City is an Equal Opportunity Employer.

Employer

Clearfield, City of (UT)

Address

55 South State Street

Clearfield, Utah, 84015

Phone

801-525-2740

Website

<https://clearfield.city/job-openings/>

Police Officer Supplemental Questionnaire

*QUESTION 1

EXCERPT FROM CITY POLICY PERTAINING TO MOTOR VEHICLE RECORD/DRIVING RECORD:(6) Applicants, new hires, reassigned employees, and volunteers for a position for which driving is an essential job function, and volunteers or those on the Qualified Drivers List will not qualify if their MVR or background check shows any of the following: (a) A convictions of driving under the influence of alcohol/drugs (DUI), or other alcohol or drug related driving offense, in the previous seven years. (b) A conviction in the previous 5 years of one or more major driving offense similar to or including reckless driving; failure to stop/report an accident; a license revocation for a alcohol/drug (DUI) related offences; driving while license is suspended/revoked; or other flagrant infractions, or convictions of more than two at-fault accidents. (c) Convictions in the previous 3 years of more than three ordinary (minor) traffic violations, e.g., stop sign and traffic signal offenses; speeding; improper turns, failure to signal, failure to yield; improper backing; suspension or revocation of driver's license for an extended periods of time; or more than one at-fault accident, combined with one or more violations... Does your motor vehicle record/driving record comply with the above excerpt from the City policy?

☐ Yes

☐ No

*QUESTION 2

Which POST academy did you attend or are currently attending? What was/is the graduation date?

***QUESTION 3**

Are you currently Utah P.O.S.T LEO certified/certifiable? (Graduation from the Utah P.O.S.T. LEO class is required to be certified/certifiable)

- ☐ Yes
- ☐ No

***QUESTION 4**

Do you have a valid Utah Driver's License?

- ☐ Yes
- ☐ No

QUESTION 5

Testing/interviews will be conducted on June 23, 2025 and June 25, 2025. Signups for testing will be made available to applicants via email. Are you able to attend testing one or both dates?

- ☐ Yes
- ☐ No

* Required Question