



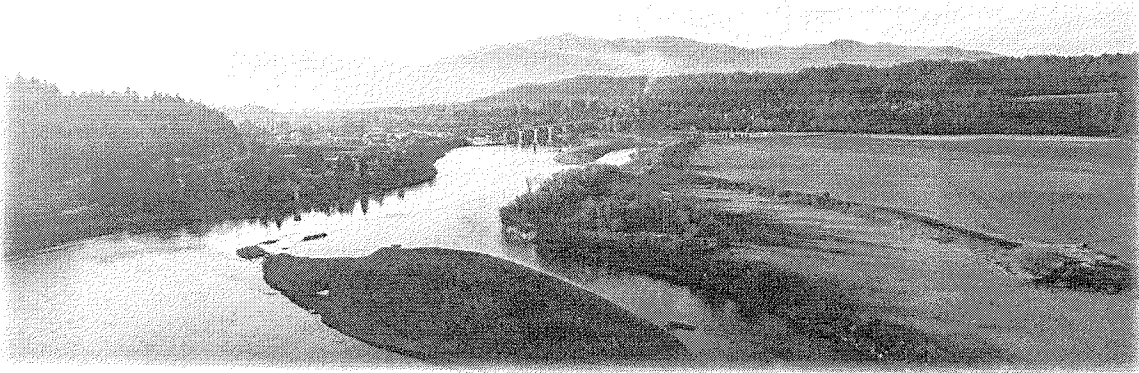
## CITY OF BONNERS FERRY

7232 Main Street  
 P.O. Box 149  
 Bonners Ferry, Idaho 83805  
 Phone: 208-267-3105 Fax: 208-267-4375



### JOB ANNOUNCEMENT: POLICE OFFICER/LATERAL OFFICER

<b>HOURLY / SALARY</b>	\$25.00-\$27.09
<b>STATUS:</b>	Full Time, Including Full City Benefits
<b>DIRECT SUPERVISOR</b>	Sergeant
<b>OPENING DATE:</b>	January 22, 2024
<b>CLOSING DATE:</b>	Opened Until Filled
<b>JOB SUMMARY:</b>	
<p>The primary function of an employee in this class is to enforce state and local laws and ordinances, respond to calls for the protection of life and property, conduct criminal and non-criminal investigations; make arrests and to perform other assigned law enforcement and public safety duties.</p> <p>Work is performed under the general direction of a Police Sergeant, but considerable latitude is granted for the exercise of independent judgment and initiative. The primary duties of this class are performed in both a general office environment and an outdoor environment that may include exposure to adverse weather conditions and to potential personal danger.</p> <p>Incumbents may be assigned to patrol, in-depth investigations, evidence, crime prevention or other police-related functions. The Police Officer position is expected to perform a wide variety of peace officer duties, involving the protection of life and property, enforcement of laws and ordinances, criminal investigations, crime prevention and suppression, case preparation, court testimony and providing information and assistance to the public.</p>	



## **BACKGROUND**

Bonnars Ferry, located on the banks of the Kootenai River, has a population of around 2,500 and is the county seat for Boundary County, the Northern most county in the state. Sharing a border with British Columbia, Canada, Boundary County has a population of roughly 12,000 and is a wonderful location to raise a family, as well as for enjoying a wide range of activities, including hiking, hunting, fishing, and skiing. City run amenities in the city include a 9-hole municipal golf course (Mirror Lake), a city pool and local amenities include Schweitzer Mountain Ski Resort, Lake Pend Oreille which are a short 35-mile drive to the south.

The Police Department currently consists of seven (7) full time sworn officers, (including the Chief) and provides 24/7 law enforcement service to the city. The Police Department includes a School Resource Officer position that serves the schools located within Boundary County. The Police Department also enjoys great working relationships with our neighboring agencies, including the US Border Patrol, Kootenai Tribal Police, US Forest Service, Idaho State Police, and the Boundary County Sheriff's Office.

## **COMPETITIVE BENEFIT PACKAGE**

Along with competitive wages, the city offers a competitive benefit package to all full-time employees. It includes the following:

- Medical benefits to the employee and employee immediate family with a contribution amount of 10% by the employee.
- Member of the Public Employee Retirement System of Idaho.
- Paid Time Off accrual of 176 hours per year; maximum 264 hours overall. Increases with time at the city.
- Opportunity to accrue sick bank time.
- Twelve paid holidays.
- Voluntary Flexible Spending Account

## **ACCEPTABLE EXPERIENCE AND TRAINING:**

- High school diploma or GED equivalency; and
- Some experience in law enforcement or a related field is preferred; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

## Eligibility Requirements for Police Employment

The following criteria will eliminate prospective candidates from employment consideration with the Bonners Ferry Police Department:

1. **Misdemeanor Conviction** – A misdemeanor conviction of any federal, state, or local crime may be grounds for rejection of the applicant.

a. An applicant shall be rejected who has been convicted of any misdemeanor sex crime, crime of deceit, or drug offense unless the conviction occurred more than five (5) prior to the application.

b. An applicant shall be rejected who has been convicted of a DUI during the two (2) years immediately preceding application. If the conviction occurred more than two (2) years prior to the application, the applicant may be accepted if the Chief of Police agrees to petition the POST Executive Director for a waiver.

c. An applicant with any other misdemeanor conviction may be accepted upon the approval of the POST Executive Director provided the conviction occurred more than two (2) years prior to the application and the Chief of Police, with knowledge of the facts and circumstances concerning the offense or violation, recommends approval.

2. **Felony Conviction** – An applicant shall be rejected who has been convicted of any felony crime. A felony conviction shall continue to be a felony conviction regardless of whether the conviction is later reduced to a misdemeanor conviction under Section 19-2604, Idaho Code, or any other comparable statute or procedure.

3. **Acts Committed either Detected or Undetected**

a. Any prior detected acts, which, if detected, would have constituted a misdemeanor or felony, will be evaluated on a per incident basis using criteria including, but not limited to, the nature of the act, severity of the act, and time frame of the act. The circumstances of these incidents should be sufficiently documented in the Personal History Statement.

b. Any prior detected acts which constituted a misdemeanor or felony but where an arrest and/or conviction did not occur, will be evaluated on a per incident basis using criteria including, but not limited to, the nature of the act, severity of the act, and the time frame of the act. The circumstances of these incidents should be sufficiently documented in the Personal History Statement.

4. **Military Record** – Any discharge of other than honorable from the military service will disqualify the applicant.

5. **Traffic Record** – a. An applicant with a record of driver's license suspension in any jurisdiction, or a driving without privileges conviction or an equivalent conviction in any other jurisdiction, may be accepted upon approval of the POST Executive Director provided the suspension concluded or conviction occurred more than two (2) years prior to the application and the Chief of Police, with the knowledge of the facts and circumstances concerning the suspension or conviction, recommends approval. b. Where the applicant's driving record discloses the commission of five (5) or more moving traffic offenses during the three (3) years immediately preceding the application.

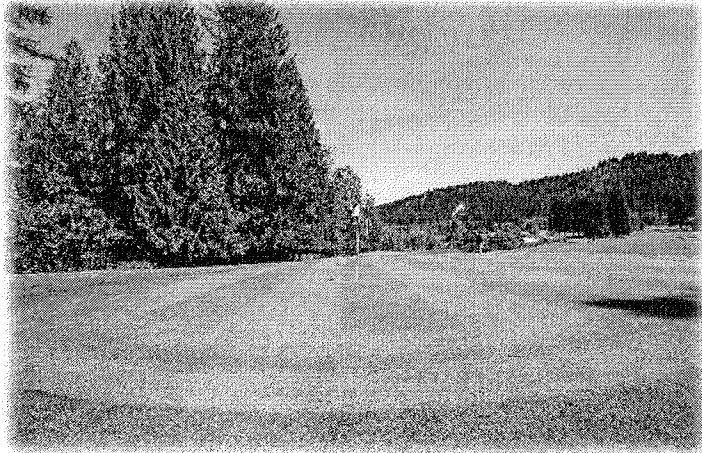
6. **Use of Narcotics and Drugs** – An applicant shall be rejected who has used illegal narcotics and/or unlawful use of prescription drugs within three (3) years preceding the application.

## **SPECIAL QUALIFICATIONS:**

- Idaho driver's license;
- Idaho POST Basic certification within one (1) year of employment;
- No disqualifying criminal or motor vehicle record;

## **EEO/VETERANS PREFERENCE**

The City of Bonners Ferry is an equal opportunity employer and will accord a preference to employment of veterans of the US Armed services per the provisions of Idaho Code §65-502. If the applicant is claiming preference, it must be so stated in their cover letter and documents of military services and proof of honorable discharge must be included with the application.



## **HOW TO APPLY-**

Qualified Applicants must submit the following items for considerations:

1. Law Enforcement City of Bonners Ferry Application (can be located on the city website at [www.bonnersferry.id.gov](http://www.bonnersferry.id.gov))
2. Cover Letter.
3. Resume
4. If claiming military preference, must include proof of service with DD-214 and discharge papers showing "Honorable Discharge" from U.S. Armed Forces.
5. All other documentation included background documentation.

## **CONDITION OF EMPLOYMENT**

Any applicant who is offered employment with the city shall complete or maintain the following:

1. Pass a detailed background investigation, including polygraph examination.
2. Pass a pre-employment drug test.
3. Maintain a Class D Idaho Drivers License.
4. Maintain Eligibility Requirements as provided for within the city policies and procedures.