Position: Police Officer

The Town of Pendleton is accepting resumes with applications for the position of Full-Time Police Officer. This position requires a community-oriented officer who has excellent interpersonal skills and who can effectively enforce the laws and ordinances of the State of South Carolina and the Town of Pendleton.

Employee Status: Full Time

Position hours: The schedule will be for 12-hour Pitman rotations on a permanent night shift.

Job duties:

- Patrols the Town limits to protect the safety of citizens
- Responds to calls for service relayed by dispatch
- Prepares detailed written incident and investigation reports
- Conducts follow-up on investigations assigned
- Conduct Community Engagement projects throughout the year
- Other duties as prescribed by the Chief of Police
- Follows department and city policies and procedures, as well as state and town regulations. Perform independently in the absence of higher-ranking officers.

Qualifications:

- High school diploma or GED, and must be a minimum of 21 years old
- Class 1 certified through SCCJA (certified); or have the ability to complete SCCJA Basic Law to become Class 1 certified (uncertified).
- Must be authorized to work in the U.S. and have the physical ability to perform essential job functions
- Must possess or have the ability to possess a South Carolina Driver's License
- Must pass physical, psychological, credit, and background checks
- No convictions of criminal offense that carries a sentence of one year or more, or of any criminal offense that involves moral turpitude. Forfeiture of bond, a guilty plea, or a plea of nolo contendere is considered the equivalent of a conviction
- *Preference will be given to SC class one certified officers.*

Pay info: Uncertified/$45,000 Certified/$48,000-DOE/DOQ (Pay increases available for education, certifications, foreign language proficiency, and prior law enforcement experience)

How to apply: Complete an application, which can be picked up at Town Hall at 310 Greenville St., Pendleton, SC 29670, or online at https://www.townofpendleton.org/Government/Job-Openings. Resumes and applications can be mailed to the Town of Pendleton, C/O Interim Chief Pickens, 310 Greenville St., Pendleton, SC 29670. Or email to jmpickens@andersonsheriff.com.

The Town of Pendleton is an Equal Opportunity Employer. No phone calls, please.

Open until filled.