

Help Wanted: Police Cadet (City of New Bedford)

CITY OF NEW BEDFORD POLICE DEPARTMENT

POLICE CADET \$10.00HR

POLICE

A Cadet will work in the Police Station assisting Police Officers with administrative duties under the supervision of the Commanding Officer. Maintain and file records, operate office machines, answer telephones, receive complaints, enter and index official documents, prepare routine reports, prepare and tabulate facts and figures for statistical purposes, and have similar duties of an administrative rather than an enforcement types. Shall not carry arms, nor shall he/she have any power of arrest other than that of an ordinary citizen.

The Mayor, with the approval of the City Council, may appoint as a Police Cadet, for a period of full "on the job training". Cadet must be (eighteen) 18 years old. Must be a New Bedford resident for the duration of employment. Employment is terminated on the Cadet's 25th birthday. Must be a high school graduate or possess a GED equivalency certificate issued by the Massachusetts Department of Education. Possession of a valid Massachusetts driver's license and good driving record. Must be willing to work nights, weekends and holidays.

For application/complete job description, please visit www.newbedford-ma.gov or contact the Personnel Dept., 133 William St., Room 212, 508-979-1444. Applications will be accepted until a suitable candidate is found. EE0

New Bedford has a residency requirement.