



# Department of ADMINISTRATIVE SERVICES Job Postings



**DEPARTMENT NAME  
JOB OPPORTUNITY  
POLICE OFFICER  
SAFETY SERVICES DIVISION**

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** The Public  
**Location:** To be determined  
**Job Posting No:** OC108040  
**Hours:** To be determined  
**Salary:** \$53,540.00\* - \$70,449.00 (\*NEW State Employees start at minimum salary)  
**Closing Date:** Open until filled

**Eligibility Requirement:** Must be currently certified as a Police Officer in the State of Connecticut pursuant to regulations promulgated by the Police Officer Standards and Training Council.

**Duties may include but not limited to:** Duties consistent with the State of Connecticut Job Specification. The Police Officer receives assignments from superior officers. Patrols (foot/vehicle) the hospital's buildings and grounds and surrounding State Facilities thereof; monitors designated areas such as the parking lots, to ensure physical security and safety of patients, staff and visitors; secures/unsecured areas at specified times; directs traffic. Responds to and therapeutically intervenes (verbal/physical) in emergency situations involving patients exhibiting violent, aggressive, or out-of-control behavior. Searches and returns AWOL and/or escaped patients; obtains, prepares and transmits information for missing/escape persons teletypes; Provides patient and staff safety education and training. Assists hospital's Safety Director in carrying out assigned responsibilities related to JCAHO Accreditation. Reports, documents and takes such actions which will protect the safety of others, of observed/reported unsafe/hazardous conditions. Implements effective responses to fire emergencies, bomb threats, hostage incidents, barricaded person, situations involving weapons; assist in evacuation procedures; provides outside emergency response personnel, i.e. fire, ambulance, Hazmat, etc. access to locked areas. May be first responder in a medical emergency; administers first aid or CPR/AED to injured or ill persons. Documents and prepares reports of all activities and complaints, using Public Safety Division's computerized records management software system; Enforces motor vehicle law, criminal statutes, hospital parking and visiting policy and procedures. Conducts investigations – criminal, accidents, suspicious activity, including patient abuse; makes arrests on-site or warrant; processes arrested individuals; Provides crowd control at various events and activities. May transport or escort couriers with currency; Monitors Probate Court hearings on campus; responds to alarms. Performs other related duties as required

**Knowledge, Skills and Abilities:**

Knowledge of police and security practices and procedures; knowledge of relevant state and federal laws, statutes and regulations; knowledge of traffic and crowd control practices and procedures; knowledge of criminal law and court procedures; considerable interpersonal skills; oral and written communication skills; ability to analyze emergency situations and develop effective courses of action; ability to utilize computer software. **General Experience:** (from the Class Specification)

**General Experience:**

Certification as a law enforcement officer in the State of Connecticut pursuant to regulations promulgated by the Connecticut Police Officer Standards and Training Council.

**Note:** Candidates with a pending certification status may be employed on a temporary basis pending re-certification by the Connecticut Police Officer Standards and Training Council.

**Special Requirement:**

1. Incumbents in this class must receive and retain authority from the Commissioner of Public Safety to "arrest and present before a competent authority any person for any offense committed within his precinct." (Connecticut General Statutes 29-18 and/or 10a-142).
2. Incumbents in this class may be required to maintain certifications pursuant to the regulations of the Police Officer Standards and Training Council and/or agency requirements.
3. Incumbents in this class must possess and retain a valid Connecticut Motor Vehicle Operator license.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).

**PLEASE SEND APPLICATION TO:**

**DMHAS/Office of the Commissioner**

**Human Resources  
410 Capitol Avenue, 4<sup>th</sup> Floor  
Hartford, CT 06106  
Fax: (860) 418-6697**

[MHAOCHR@ct.gov](mailto:MHAOCHR@ct.gov) (Preferred Method)

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities. (NP-5)