



**TOWN OF SUFFIELD POLICE DEPARTMENT  
IS NOW ACCEPTING APPLICATIONS FOR  
CERTIFIED POLICE OFFICERS**

**JOB OVERVIEW**

Department: Suffield Police Department

Type: Certified Police Officer

Salary: \$79,206 to \$99,091

Location: Suffield, CT

**TOWN OF SUFFIELD**

The Town of Suffield is located in the northern Connecticut River Valley, bordering Massachusetts, within 16 miles of Hartford and 8 miles of Springfield, Massachusetts. The Town has an approximate population of just under 16,000. The Suffield community is spread over 42.9 square miles and prides itself on its rich history of farming and agricultural work, as well as retail and commercial business. The Town of Suffield Police Department adheres strictly to its mission to safeguard life and property in partnership with the community, and doing so by maintaining honor and integrity, and conducting ourselves with the highest ethical standards. We are a progressive police agency embracing modern police practices and a community policing philosophy to help improve our level of service. We believe this to be accomplished by working with the community to prevent crime, solve problems, make arrests, and improve the quality of life in our community. Visit [www.suffieldct.gov](http://www.suffieldct.gov) for more information.

**SUFFIELD POLICE DEPARTMENT**

The Suffield Police Department has 21 sworn members, with 16 serving in Patrol. In addition to our Patrol personnel, we have a School Resource Officer and Detective. We are a “grass roots” Police Department and are dedicated to developing our community relationships and addressing the needs of our residents.

Divisions:

Administrative (Chief, Captain)

Patrol (1 Lieutenant, 5 Sergeants, 11 Patrol Officers)

1 Detective

1 School Resource Officer

Special Assignments:

Detective

School Resource Officer

Regional Tactical Team  
Regional Motor Vehicle Accident Reconstruction Team  
Regional Crisis Negotiation Team

## **GENERAL DUTIES**

The Town of Suffield seeks qualified applicants for the position of Certified Police Officer. This is a full time (40 hour per week), hourly position in the Police Department. Some of the duties include but are not limited to: patrolling an assigned area on foot or in a motor vehicle to enforce laws and to prevent, detect and investigate complaints, motor vehicle violations and crimes. He or she makes arrests, interviews suspects and witnesses, takes written statements, prepares written reports, assists other town agencies, administers CPR and/or first aid, directs traffic, as well as testifies in court. Additional information about the Town of Suffield and the Suffield Police Department can be found at [www.suffieldct.gov](http://www.suffieldct.gov)

## **SALARY/BENEFITS**

- Starting Salary: \$79,206 to \$99,091
- Twelve Paid Holidays Per Year • Paid Vacation Days • Health Insurance • 457 Retirement Plan • Short Term Disability, Long Term Disability and Life Insurance

## **MINIMUM QUALIFICATIONS**

- Education: Applicants must be a high school graduate or possess a GED.
- License: Applicants must possess and maintain a valid driver's license.
- Residency: Applicants must be U.S. citizens and reside within a twenty-five (25) mile radius of the Police Department within one (1) year after completion of the department's field training program.
- Drug Testing: Applicants shall be required to submit to a drug test as part of the pre-employment medical examination.
- Character Requirements and other factors: Applicants must meet the highest legal and ethical standards. Honesty and integrity are paramount to the profession. Candidates will undergo a rigorous background investigation, including a polygraph, before any offer of employment. An applicant may be disqualified for poor employment history, recent use of illegal drugs, or previously undetected criminal activity.

## **HIRING PROCESS**

The selection process will include, at a minimum, a detailed review of your application packet, and the successful completion of the Department's selection process which includes but may not be limited to the following:

- Written Examination (70% passing)
- Oral Examination (70% passing)
- Polygraph Examination
- Psychological Evaluation
- Detailed Background Investigation
- Medical Examination
- Chief's Interview
- Police Commission Interview

## HOW TO APPLY

Applications will *only* be accepted online at [www.PoliceApp.com/SuffieldCT](http://www.PoliceApp.com/SuffieldCT)

All communications and notifications from Suffield Police Department will be done by email through PoliceApp.com. Please log in to your account on regular basis to read and confirm all emails. If you have any questions about the hiring process please contact Captain Palmer at (860) 668-3380 [rpalmer@suffieldct.gov](mailto:rpalmer@suffieldct.gov) or Lt. Ryan Burrell at (860) 668-3870 [rburrell@suffieldct.gov](mailto:rburrell@suffieldct.gov)

The Town of Suffield is an equal opportunity employer m/f/d/v. The above posting is intended as a guide and is not a complete description of the position or process.