

TOWNSHIP OF TOMS RIVER

33 Washington Street, P.O. Box 728
Toms River, NJ 08754
732-341-1000



DEPARTMENT OF HUMAN RESOURCES
33 Washington Street
Toms River, New Jersey 08754

Telephone: 732-341-1000, ext. 8262
Fax Number: 732-244-9883

December 12, 2016
(Closing, 4:30pm Friday, December 30th, 2016)

TO: To All Departments **Open to the Public**

FROM: Daniel T. Mahony, Assistant Business Administrator
Division of Human Resources

RE: Class I Special Police Officer (Part Time / Seasonal Beach District)
Police Department

The Toms River Police Department is conducting a selection process for the position of Seasonal Beach District/ Part Time / unarmed, Class I Special Police Officer.

REQUIREMENTS:

- 1) Minimum age of 18
- 2) U.S. Citizen
- 3) Possess a High School Diploma
- 4) Possess a valid Driver's License
- 5) Pass a background investigation.
- 6) Pass a psychological examination.

JOB FUNCTIONS AND DUTIES:

- 1) Traffic control.
- 2) Enforcement of local ordinances and parking enforcement.
- 3) Performs any and all other assignments at the discretion of the employee's supervisor on an as needed basis.

APPLICATIONS / INTERVIEWS:

- 1) Applications are available at Toms River Township Town Hall, 33 Washington Street, Toms River, New Jersey. (2nd Floor – Department of Human Resources)
- 2) Applications may also be obtained from the Township’s Website:
tomsrivertownship.com
- 3) Completed applications will be accepted at the Department of Human Resources and Police Headquarters.
- 4) Please submit applications along with a resume, any certifications and letters of reference.
- 5) Candidates will be chosen based on the above information and will be contacted to arrange for an interview, be fingerprinted and sign a consent form for a background investigation.
- 6) Any applicant not contacted by January 23rd, 2017 has not been chosen for an interview. **Please refrain from calling to check on the status of your application. We appreciate your cooperation, as we normally process *many* applications for this position.**

Position: 2017 Class I Special Police Officer – Part Time / Seasonal
Salary: \$11.00 per hour (2016) – Rate to be determined (2017)
Account: **P45-108**

Applications must be filed no later than 4:30 pm, Friday, December 30th, 2016 *with the*
Department of Human Resources,
33 Washington Street, Toms River, New Jersey, 08753.
Mailing Address: P.O. Box 728, Toms River, New Jersey 08754-0728