



Mayor: Gary L. Heninger
Council: Donna S. Blevins
Billy L. Clear
Brent Foster
Lewis Shortt
Julie Sturgill
P.J. Wolfe

TOWN OF CHILHOWIE

**325 East Lee Highway
P.O. Box 5012
Chilhowie, Virginia 24319
Phone (276) 646-3232
Fax (276) 646-3012
www.chilhowie.org**

Town Manager: John E. B. Clark, Jr.
Clerk/Treasurer: Marlene L. Henderson
Police Chief: Andrew K. Moss
Director-Public Works: Jay Keen
Fire Chief: C. David Haynes
Building Official: Randy Sturgill
Director-Recreation/Special Events: Jeff Smarr
Legal: Cassell & Crewe. P.C.

The Chilhowie Police Department is seeking highly qualified applicants for the position of Police Officer in Chilhowie, Virginia.

JOB SUMMARY

Police Officers conduct general policing functions and preventative patrols to protect the health and safety of lives and property within the town borders of Chilhowie. Officers are first responders to emergency and non-emergency service calls, investigate complaints, document the findings of investigations, enforce laws, complete reports and provide a wide variety of public service activities all while building and maintaining a partnership with the community.

QUALIFICATIONS

Applicants for the position of Police Officer must meet the following minimum qualifications and requirements at the time of application:

- At least 21 years of age
- No felonies or misdemeanors
- Valid Virginia driver's license with clean driving record
- High School Diploma or General Education Diploma (GED) college is preferred
- Candidates possessing Virginia DCJS Law Enforcement Officer Certification will be given first consideration
- Be of good moral character and temperate habits
- Well qualified candidates will recognize the importance of building and maintaining a strong partnership with the community.
- Honorably discharged veterans are encouraged to apply.

SALARY AND BENEFITS

Uncertified: \$30,184

Certified: \$31,845-\$32,781

The position of Police Officer with the Town of Chilhowie offers many rewards including the opportunity to make a significant and positive impact in the community, interesting work and career development / advancement opportunities as well as a regionally competitive salary with annual increases and a generous benefit package that includes family medical plan with vision and dental paid at 80% at all levels of coverage. The package also includes life insurance, participation in the Virginia Retirement System with LEOs with the 1.85% multiplier, and disability insurance. The Town provides top tier equipment, a take home vehicle program and 12 hour rotating shifts. This position offers accrued paid time off and sick leave, and Virginia holiday schedule, with regular opportunities for overtime.

APPLICATON DEADLINE AND CONTACT INFORMATION

The Chilhowie Police Department Application is available at www.chilhowie.org under “Police” and “Employment”

Send resume and completed application to:

Andrew Moss, Chief of Police
Town of Chilhowie
PO BOX 5012
Chilhowie, VA 24319

amoss@chilhowie.org

Or in person at the Chilhowie Town Hall

**TO BE CONSIDERED FOR THIS POSITION, APPLICATIONS MUST BE RECEIVED NO LATER THAN
DECEMBER 10, 2021 at 4 pm.**