



Job Posting - Berkley Department of Public Safety  
Public Safety Officer

**Description:**

Performs general police and fire fighting as a member of a combined police and fire agency.

**Pay Range:**

\$58,476-\$88,213. Lateral candidates may be considered for a higher starting pay depending on experience.

**Benefits:**

The City of Berkley offers a competitive benefits package for Public Safety Officers including no premium medical insurance, tuition reimbursement, paid time off, pension with the ability to purchase prior service for lateral/military applicants, and more.

The Berkley Department of Public Safety is willing to send/pay for selected candidates to attend the Fire and Police Academy at no cost to the employee.

**Police Officer Duties:**

- Patrol assigned areas of the City. Respond to emergency calls such as accidents, medical emergencies and reports of crime. Monitor traffic for violations, investigate accidents, and ensure the safety of roadways.
- Enforce local, state, and federal laws. Issue citations, make arrests, and conduct investigations as needed.
- Document all incidents, arrests, investigations, and other interactions, includes the preparation of arrest records, crime reports, and statements.
- Attend court hearings and trials to provide testimony based on investigations and arrests made.
- Work alongside other law enforcement agencies, emergency responders, and public services for coordinated efforts in crime prevention and response.

**Firefighter Duties:**

- Extinguishes fires in buildings, vehicles, wildland areas, or other structures.
- Respond to incidents involving hazardous materials such as chemicals, fuels, or explosives.
- Maintain firefighting equipment, trucks, hoses, and protective gear to ensure readiness at all times.
- Write detailed reports after incidents, including causes of fires, damages, and outcomes of responses.
- Perform fire prevention inspections and educate the public on fire safety.
- Other duties as assigned for both police officer and firefighter duties.

**Minimum Qualifications:**

- Must be a U.S. citizen and be at least 18 years of age at the time of application. Must possess a high school diploma or equivalent (G.E.D).
- Able to meet the MCOLES Employment Standards. Police and Fire Certification strongly preferred, but not required.
- Lateral applicants must be in good standing at the time of separation from current agency.
- Must be able to perform the essential functions of the position with or without accommodation, including operation of motor vehicles and other equipment.
- Possess a valid Michigan driver's license and a good driving record, have no felony convictions and no record of serious misdemeanor convictions.
- Able to meet all minimum standards mandated by the Michigan Commission on Law Enforcement Standards and the Michigan Firefighters Training Council

**To Apply:**

Please submit a completed application to Human Resources Director Jessica Stover at [Jstover@berkleymi.gov](mailto:Jstover@berkleymi.gov) . Applications can be downloaded on the City website at [berkleymi.gov/employment](http://berkleymi.gov/employment).

**EEO/ADA Statement:**

This announcement is only a summary of the position, its duties, job requirements and compensation. Further information is available from the Human Resources Department. The City of Berkley does not discriminate in its employment or any other programs or activities on the basis, of sex, race, color, age, height, weight, marital status, national origin, religion, arrest record, physical or mental disability, family status, sexual orientation, gender identity or any other protected category. We provide reasonable accommodation for qualified individuals with a disability if requested.

Individuals with special needs who may require assistance with the application process should contact the Human Resources Department at (248) 658-3356 or [Jstover@berkleymi.gov](mailto:Jstover@berkleymi.gov) if auxiliary aids or services are needed. Reasonable advanced notice is required.