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Groveland Police Department

JEFFREY T. GILLEN
Chief of Police

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Groveland, MA 01834



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GROVELAND POLICE DEPARTMENT **Job Announcement: Full-Time Patrol Officer** **Date Posted: May 30, 2025**

Join Our Team – Serve and Protect Groveland

The Groveland Police Department is seeking qualified candidates for a **Full-Time Patrol Officer** position. This is a great opportunity to build a career in law enforcement and make a difference in your community. A **one-year probationary period** applies.

Position Summary

Patrol Officers are responsible for enforcing state and local laws within the Town of Groveland. Officers work primarily alone in a radio-equipped vehicle, patrolling assigned areas, responding to incidents, and providing public assistance. This role requires sound judgment, professionalism, and the ability to act decisively in a wide range of situations.

Key Responsibilities

Preventive Patrol

- Patrol designated areas to deter and detect criminal activity.
- Conduct security checks of buildings, public spaces, and schools.
- Investigate suspicious activity, issue traffic citations, and report hazards.

Public Service

- Respond to calls for service and incidents encountered during patrol.
- Provide first aid, assist lost or vulnerable individuals, and refer citizens to appropriate services.
- Maintain peace during public disputes or disturbances.

Report Writing

- Complete detailed reports on crimes, vehicle accidents, and arrests.
- Document witness statements and preserve evidence in accordance with legal standards.
- Submit daily activity summaries and incident explanations as needed.

Miscellaneous Duties

- Serve warrants and court summonses.
- Assist neighboring agencies when authorized.
- Testify in court and coordinate with prosecutors.
- Administer and observe DUI testing procedures as required.

Administrative Tasks

- Maintain proper uniform and equipment standards.
 - Stay current on departmental procedures and legal updates.
 - Report vehicle maintenance issues and log radio communications appropriately.
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Qualifications

- **Required:** Graduation from a full-time in-person Massachusetts Police Training Committee (MPTC) Academy, in accordance with M.G.L. Chapter 41, § 96B.
 - **Preferred:** Associate degree or higher in Criminal Justice or a related field.
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Compensation & Benefits

- **Salary:** As outlined in the Mass C.O.P. Local 420 Contract
 - **Benefits:** Full benefits per the Mass C.O.P. Local 420 Contract
 - **Shift:** 11:00 PM – 7:00 AM, on a 4-on / 2-off rotating schedule
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Application Process

Please submit an updated **resume and cover letter** to the Chief's Office within **10 days of this posting**. Applications will be accepted at 181 Main Street, Groveland, MA 01834 or by email at jgillen@grovelandpolice.com until the position is filled.

Equal Opportunity Employer

The Groveland Police Department is committed to diversity and inclusion in the workplace. All qualified applicants will receive consideration without regard to race, color, religion, national origin, gender, gender identity, sexual orientation, or disability status.