

BEVERLY SHORES TOWN COUNCIL
NOTICE OF REQUEST FOR APPLICATIONS
FOR POSITION OF TOWN MARSHAL

The Town Council of the Town of Beverly Shores, Indiana is accepting applications for the position of Marshal for the Town of Beverly Shores. The Council will accept applications from qualified candidates both from within and outside the Town's Police Department. The Council wishes to fill the position expeditiously and, therefore, all applications must be delivered to the office of the Beverly Shores Clerk-Treasurer at 500 South Broadway, Beverly Shores, Indiana at or before 1:00 pm CDT on October 4, 2011.

Each application should consist of a cover letter explaining why the applicant believes she/he should be hired by the Council to be the Town Marshal; a resume' regarding prior relevant work experience, training, and education; the names and contact information for at least three (3) references; and any letters of recommendation the applicant deems appropriate.

In addition to meeting all of the legal requirements for being a sworn law enforcement officer in the State of Indiana and having worked as such for at least five (5) years, the Council considers it a necessity that the applicant must have substantial police administration/management training and experience since the chosen candidate will be required to manage the operations of the Town's Police Department, including, but not limited to, personnel employment decisions, monitoring personnel performance and imposing discipline when necessary, scheduling of personnel to provide 24/7 police protection for the Town, monitor supplies inventory, maintenance of vehicles and equipment, working with the Council in regards to budgetary matters, making recommendations to the Council regarding traffic regulation, and implementing and enforcing Town policies and Code. In addition, the successful applicant will have to have demonstrated a substantial capacity to interrelate with citizens of the Town in an objective, impartial, and professional manner and to be able to informally mediate and help resolve disputes that are not of sufficient importance to justify commencing formal legal proceedings.

In addition to having to handle the usual and above described duties of Town Marshal, the Beverly Shores Town Marshal is also required to act as the Street Department supervisor responsible for proposing and monitoring street repairs and improvements, both in-house and by Town contractors selected by the Council, and assisting with budget preparation for that Department.

The compensation paid to the successful applicant will, depending on experience and demonstrated capabilities, be in the range of \$45,000 - \$55,000 plus a very generous benefits package. The Council now projects that it will interview chosen applicants during the period October 5 through the 15th and make a final decision on or before October 17, 2011. The start date will be negotiable but not later than the first Monday in January, 2012. The Council reserves the right to require an applicant to consent to and execute any necessary waivers for, a thorough employment and background check.

The Town of Beverly Shores is an equal opportunity employer and complies with all federal and state laws, rules, and regulations in its hiring process.

(September 23, 2011)