



City of Pueblo

Police Patrol Officer (Entry Level or Lateral Transfer)

SALARY	\$6,602.30 - \$8,053.92 Monthly \$79,227.60 - \$96,647.04 Annually	LOCATION	Pueblo, CO
JOB TYPE	Full-Time (Classified)	JOB NUMBER	2608-2000
DEPARTMENT	Police	OPENING DATE	08/02/2026
CLOSING DATE	8/22/2026 11:59 PM Mountain		

DESCRIPTIVE STATEMENT:

This Police Patrol Officer is FLSA non-exempt, entry-level position under the general supervision of a Police Sergeant. This position exercises a high degree of discretion, trust, and confidence performing skilled police work by critical public contact. The duties involve police patrol, criminal investigations, traffic laws / regulations, related criminal law enforcement activities, and a wide variety of community services. Employees in this classification work in partnership with the community to identify and resolve issues, to provide public safety to the community, and to maintain peace, safety, and order. Employees must exercise considerable judgment, initiative, and skill in a variety of situations and must be able to act without direct supervision in completing work. This position requires employees to work in highly stressful, emergency situations where injury or death of individuals might occur.

This job description is an overview and is intended to describe the general nature and level of work being performed. It is not intended to be an exhaustive list of all the functions and tasks required of the position.

LATERAL TRANSFERS:

Candidates with qualifying experience and Peace Officer Standards and Training (POST) certification may be eligible for a higher entry rate of pay and an abbreviated academy. Eligible experience will be that of a state, county, or municipal officer with a minimum of two years of patrol experience and Colorado POST Certification or state equivalent. Such eligibility will be determined by the Pueblo Police Chief or his/her designee as part of the employment offer process. Qualified candidates may be eligible to receive up to pay step 5 of the salary schedule, depending on years of qualifying experience.

DUTIES & RESPONSIBILITIES:

ESSENTIAL FUNCTIONS:

- Performs proactive police patrol functions, responds to calls for service, enforces laws, maintains order, prevents crime, provides miscellaneous services to assist the public, and enforces traffic laws and directs traffic
- Investigates crimes, gathers evidence, interviews people, issues citations, makes arrests, prepares reports and cases for prosecution, and testifies in court

- Observes, listens, analyzes, and assesses problems under varied circumstances and applies knowledge, reason, and good judgment to solve problems and render appropriate decisions
- Interacts effectively with culturally diverse groups and individuals, calms emotional people, and displays superior customer service skills
- Engages in superior communication with a wide variety of people verbally and in writing
- Maintains self-control under stress
- Maintains a level of mental and physical fitness commensurate with the requirements of the position
- Establishes and maintains effective working relationships and functions well as part of a team
- Complies with verbal and written instructions and orders
- Performs in accordance with organizational values, policies, and procedures
- Maintains and completes the required reports, documentation, forms, or logs
- Inspects and maintains police related equipment, facilities, and uniforms to ensure proper function, use, and appearance
- Works varied hours, holidays, and weekends

IMPORTANT FUNCTIONS:

- May act as Police Sergeant in his or her absence
- May perform duties of similar classifications of an equal or lower pay grade, as assigned

PHYSICAL REQUIREMENTS:

The physical standards an employee must meet in order to perform the essential job duties with or without a reasonable accommodation include:

- Ability to show upper body and core body muscular endurance to lift, carry, push, pull, or otherwise assist incapacitated individuals of approximately 150 pounds (18 ft.), handle other items, defend oneself, take evasive action, and control suspects
- Occasional balancing (1 ft. in height 11 feet), bending, climbing (4 ft. high), crawling (4-6 feet), kneeling, reaching, squatting, standing, and twisting
- Ability to demonstrate explosive leg strength (jumping vertically at least 18 inches)
- Ability to show cardiorespiratory and sprinting ability on uneven terrain, up and down stairs, and under various conditions to perform essential functions in the community
- Prolonged sitting while driving a patrol vehicle and the ability to sit for long periods of time for preparing reports
- Frequent use of visual and auditory acuity for a broad continuum of essential activities including but not limited to detecting hazards, recognizing vehicles and people, reading documents, searching for evidence, and hearing and understanding speech
- Hear and distinguish between multiple levels of sounds, frequencies, tones, and tones of voice
- Speak clearly with good diction and appropriate volume level
- Clear vision and the ability to distinguish between various colors
- The incumbent must be able to communicate with customers and employees by phone or in person, and work with written documents and forms to respond to employees/customers
- Frequent light and firm grasp hand manipulation and handling needed for keyboarding, weapons handling, vehicle operations to include radio operations, and other normal police duties
- Frequent stepping up/down to get in and out of vehicles, trenches, and foundations

KNOWLEDGE, SKILLS & ABILITIES:

Must have knowledge of and ability to apply:

- Applicable City, County, State, and Federal statutes, regulations, ordinances, and codes
- Department policies, practices, techniques, and methods required to perform duties
- The principles and practices of law enforcement
- Appropriate self-defense techniques
- Accurate sense of directions and the ability to travel from one location to another using a map

- Basic grammar and writing skills
- Superior customer service principles and skills
- A keen sense of observation and ability to analyze situations quickly
- De-escalation strategies to handle sensitive or stressful situations with tact and diplomacy
- Traffic laws to safely operate a motor vehicle
- Basic mathematic calculations to include addition and subtraction
- High moral standards and a high degree of integrity
- A high level of emotional intelligence

Must have the skill and ability to:

- Meet the intellectual and physical requirements of the position
- Work independently with minimal supervision
- Exercise good judgment and decision-making
- Communicate effectively and work successfully with superiors, other agencies, City personnel, the general public, and others contacted in the course of work
- Communicate effectively with persons who represent many culturally diverse groups and socioeconomic backgrounds
- Consistently demonstrate professionalism when dealing with people
- Show personal integrity and sensitivity to others' problems
- Act in a decisive manner using good judgment, assess problems and situations in a timely manner, anticipate needs and evaluate alternatives, deal with emergency and stressful situations while avoiding overreaction, demonstrate knowledge of and utilization of appropriate resources and the willingness to initiate the use of available resources with expediency
- Display emotional stability, self-motivation, loyalty, and commitment to the Department and to the City of Pueblo
- Show willingness to take initiative and act in a dependable and mature manner
- Act as a representative of the Department to other agencies and citizens with a courteous, helpful, accurate and professional demeanor
- Physically protect oneself and others
- Subdue and control individuals as required
- Use and operate assigned equipment, including police computers, cell phones, radios, lidar devices, body worn cameras, dash cameras, and portable breath tests
- Proficient use of firearms and less lethal weapons to include tasers, OC spray, and pepper ball guns
- Perform all aspects of the job in a safe manner
- Read and understand various codes, rules, regulations, and laws and to enforce them fairly and impartially
- Promote an atmosphere that embraces cooperation, a positive attitude, diversity, integrity, trust, respect, and teamwork by being empathetic, caring, patient, enthusiastic, polite, and professional
- Perform investigative work
- Testify in court
- Operate a motor vehicle under adverse conditions

This position also requires:

- A good driving record
- Strong writing and oral communication skills
- Dedication to public safety
- Emotional stability and ability to deal successfully with an excessive amount of stress
- Ability to work a variety of shift to include nights, holidays, and weekends
- Ability to work for an extended period of time while in a high stress environment

MINIMUM QUALIFICATIONS:

In addition to the knowledge, skills, and abilities listed above, the applicant must:

- Be a U.S. citizen at time of application

- Be at least 21 years of age by date of the written exam
- Possess a high school diploma or GED at time of application
- Must have and maintain a valid physical abilities certification from the Pueblo Police Department at time of interview
 - The City of Pueblo will offer physical abilities testing for eligible candidates
- A valid driver's license at the time of application, and a valid Colorado driver's license within 30 days of employment
 - License restrictions that may hinder your ability to drive on City business, such as an interlock, will be cause for disqualification
 - During the course of employment, a valid license must be maintained, and the employee must notify the City immediately upon changes to the status of their license
- Not have been convicted of the following:
 - A felony crime
 - A misdemeanor crime of domestic violence
 - A misdemeanor crime that would affect ability to certify with the Colorado Police Officer Standards and Training (POST) Board (<https://post.colorado.gov/certification/disqualifying-incidents>)
 - A DUI or DWAI within the last five (5) years
- Candidates with prior military service in the armed forces must provide, as an attachment to their application, their DD-214 which must reflect Character of Service as Honorable or Uncharacterized discharge

A Colorado POST Certification and higher education is highly desirable.

Tattoos and other markings, as described below, will be cause for disqualification:

- ***Any tattoos, or other markings on the head, scalp, face, ears, neck (above the collarbone), or hands (wrist to fingertips).***
- ***Permanent cosmetic make-up on the face or permanent commitment band(s) on the finger(s) are exempt from this policy***
- ***Current Police Department employees hired prior to July 1, 2025, will be exempt from this disqualification***

Drug usage, as described below, will be cause for disqualification:

- ***Any use of marijuana within one (1) year prior to the date of application***
- ***Any use of any illegal drugs (i.e. heroin, cocaine, LSD, amphetamines, steroids, or other illegal drug as defined in schedules I through V of Section 202 of the Controlled Substances Act) within five (5) years prior to the date of application***

Candidates must be willing to submit to a comprehensive background check to include a Truth Verification Analysis. Candidates must also pass a post conditional offer drug screen, psychological evaluation, and medical examination.

SPECIAL CONDITIONS OF EMPLOYMENT:

Work is regularly performed outdoors and occasionally indoors with frequent exposure to extreme temperatures and all weather conditions. Work is performed year-round with occasional exposure to wet/humid conditions, loud noise, heavy traffic, and all types of hazardous situations, including threatening people, communicable diseases, hazardous materials, chemicals, etc. Due to the nature of this position, periods of high activity and stress in emergency situations will exist, often after extended periods of sedentary activity, under demanding conditions, along with the handling of dangerous or hostile individuals. Individual will work 8- or 10-hour varied shifts and will be subject to working nights, weekends, holidays, and mandatory overtime.

The successful candidate(s) for this position must be:

- Willing to work any shift, weekends, holidays, and mandatory overtime
- Able to successfully complete a written examination that is overseen by POST once internal training is received
- Able to qualify with a passing score on the firing range
- Able to pass the stated driving criteria as established by the Pueblo Police Department and POST
- Able to pass an arrest control test as established by the Pueblo Police Department and POST

- Able to successfully pass a physical ability test
- In good physical condition, able to make a forceful arrest, and meet medical standards as established by the Pueblo Police Department
- Able to meet attendance and punctuality standards as established by the Pueblo Police Department and the City of Pueblo

All Police Patrol Officer candidates must successfully pass both a written examination and a physical ability examination.

Upon passing the physical ability exam, candidates will receive a certificate from the Pueblo Police Department which will remain valid for 6 months from the date of the physical ability examination.

Once hired, PPD employees are prohibited from adding any new tattoos or body art markings to the head, scalp, face, ears, neck (above the collarbone), or hands (wrist to fingertips). PPD policy also prohibits tattoos or other visible markings that are considered extremist, hate-based, indecent, political, or unbecoming a law enforcement officer. Employees may show tattoos that are below the elbow on the arms but above the wrist or below the knees of the legs provided that the tattoos are not otherwise prohibited by policy. Once hired, all employees are required to submit documentation regarding existing tattoos which shall become part of the employee's departmental personnel file.

All required licenses and certifications listed above must be maintained throughout the term of employment. Failure to obtain or maintain licenses and certifications in addition to keeping the required knowledge, skills, and abilities listed for this position may result in demotion or termination.

Due to Federal and State Criminal Justice System access requirements, classifications that access and maintain criminal justice information may also be required, as a condition of employment, to not have been convicted of and/or have pending charges of a felony or misdemeanor crime that would deny or otherwise restrict access to criminal justice information. This requirement applies to all existing City employees as well as external candidates seeking to fill positions that meet the given criteria.

BENEFITS:

The City of Pueblo offers a very rich benefits packet! ?Click on the "Benefits" hyperlink at the top of this (online) job posting to view a summary of the benefits associated with this position. ? For a more comprehensive view on the lush benefits offered by the City, please go to? www.pueblo.us/benefits. ?

CIVIL SERVICE EXAM: **September 8, 2026?**

Please note that the Civil Service Commission may use a Training & Experience (T&E) evaluation of your application to establish an eligibility list for this classification.

The Physical Agility Testing (PAT) will take place on **September 8, 2026 at 08:30 a.m.** in the parking garage across from the Police Department 200 N. Main St. The North-East corner of Main and D Street is the designated parking lot for this event. Written exams will be conducted immediately following the PAT, on the same day.

Employer

City of Pueblo

Address

101 W Riverwalk

Pueblo, Colorado, 81003

Phone

719-553-2635

Website

<http://www.pueblo.us/jobs>

*QUESTION 1

This position requires a valid driver's license and a valid Colorado driver's license within 30 days of employment: License restrictions that may hinder your ability to drive on City business, such as an interlock, will be cause for disqualification. Do you meet this requirement? (NOTE: Your application will not be accepted if a copy of this document is not attached). You may redact information that identifies your age.

- ☐ Yes - I have a valid driver's license without restrictions
- ☐ No - I do not have a driver's license
- ☐ No - I have a valid driver's license, but I do have restrictions that may hinder my ability to drive on City business.

*QUESTION 2

Please indicate your highest level of completed education. Note: your application will be rejected if a copy of your highest level of completed education is not attached (i.e. Transcripts/diploma showing you graduated from high school or were awarded a(n) associate's, bachelor's, masters, or doctorate degree)

- ☐ Less than a high school diploma or equivalent
- ☐ High school Diploma or equivalent
- ☐ No Degree - Less than 30 semester hours of college course work
- ☐ No Degree - 30-59 semester hours of course work
- ☐ No Degree - At least 60 semester (90 Quarter) hours of college course work
- ☐ An Occupational Certificate equivalent to an Associate's Degree (At least 60 semester hours)
- ☐ Associates Degree
- ☐ Bachelor's Degree
- ☐ Some graduate level education - No graduate degree
- ☐ Master's Degree
- ☐ Doctoral Degree

*QUESTION 3

Are you a U.S. citizen?

- ☐ Yes
- ☐ No

*QUESTION 4

Will you be at least 21 years of age by September 8, 2026?

- ☐ Yes
- ☐ No

*QUESTION 5

Have you had a DUI or DWAI within the last five (5) years?

- ☐ Yes
- ☐ No

*QUESTION 6

Have you used marijuana within 1 year prior to the date of application OR any illegal drugs other than marijuana (i.e. heroin, cocaine, LSD, amphetamines, steroids, or other illegal drug as defined in schedules I through V of Section 202 of the Controlled Substances Act) within five (5) years prior to the date of application?

- ☐ Yes
- ☐ No

QUESTION 7

Candidates with prior military service in the armed forces must provide, as an attachment to their application, their DD-214 which must not reflect Character of Service as Dishonorable or Bad Conduct discharge. Do you meet this requirement?

- ☐ Not applicable
- ☐ Yes - Honorable
- ☐ Yes - Uncharacterized
- ☐ Other

*QUESTION 8

Please review the following information before answering this question. 1. <https://post.colorado.gov/disqualifying-incidents> 2. <https://www.pueblo.us/DocumentCenter/View/29715/Misdemeanors-Affecting-Colorado-POST-Certification> Have you been convicted of a felony crime, a misdemeanor crime of domestic violence, OR a misdemeanor crime that would affect your ability to certify with the Colorado Police Officer Standards and Training (POST) Board? This includes deferred judgments and sentencing agreements, deferred prosecution agreements, pretrial diversion agreements, and sealed records.

- ☐ Yes - I have been convicted of a felony crime, a misdemeanor crime of domestic violence, OR a misdemeanor crime that would affect your ability to certify with the Colorado Police Officer Standards and Training (POST) Board
- ☐ No - I have not been convicted of a felony crime, a misdemeanor crime of domestic violence, OR a misdemeanor crime that would affect your ability to certify with the Colorado Police Officer Standards and Training (POST) Board?

QUESTION 9

Do you have any tattoos, or other markings on the head, scalp, face, ears, neck (above the collarbone), or hands (wrist to fingertips)? (Permanent cosmetic make-up on the face or one permanent commitment band on the finger are exempt from this policy)

- ☐ Yes
- ☐ No

*QUESTION 10

Police Academy. Are you a current student or recent graduate of a police academy offered through an accredited community college or an agency POST-approved Basic academy? If so, you may be a candidate for an expedited selection process. To be considered for this accelerated process, you must submit proof that shows enrollment or recent graduation. Note: You may redact information that identifies your dates of attendance or graduation

- ☐ Yes
- ☐ No

*QUESTION 11

ATTACHMENTS REQUIRED: Your application packet will be considered incomplete and will be rejected if you do not include the appropriate attachments. In particular, it is required that you submit copies of the following items: 1. Valid

driver's license. We must verify your identity, Pueblo Municipal Code (sec. 6-4-6) requires that you meet the minimum age requirement for this classified position and this position requires that you have a valid driver's license. 2. Diploma, GED, degree or transcripts showing your HIGHEST level of COMPLETED formal education. The submitted copy must have been issued by the educational institution and display: - the institution's name/logo - your name - confirmation that a diploma or degree was awarded 3. A Service 2 or Member 4 copy of your DD214 if you have prior military service. 4. If you wish to claim veteran preference due to a service-connected disability, submit a letter from the Veteran's Administration, dated within one year, indicating your veteran disability status. 5. One and the Same Certification if there are any variations in your name in any of the submitted documents.

(<https://www.pueblo.us/DocumentCenter/View/33509/One-and-the-Same-Certification-2022>) 6. If you have a Colorado Peace Officer Standards and Training (POST) Certification or its equivalent from another state, submit a copy. 7. If you are a current student (or a recent graduate) of a police academy, submit proof of attendance. Please return to the Attachments section at this time and include any missing items. This is a good time to review your entire application and ensure you: - accounted for your last 20 years of employment history, including times when you were not working. - provided a reason for leaving every employer - answered all Agency-Wide questions. NOTES: - Missing or vague information could cause your application to be rejected. - You may redact information that identifies your dates of attendance at or graduation from an educational institution. Have you revisited your application and attached all required documents?

☐ Yes

☐ No

* Required Question