



Jim Sawyer, Mayor
Tania C. Wilcox, City Clerk

City of Hanceville

112 Main Street, S.E.
Hanceville, Alabama 35077
(256) 352-9830
Fax (256) 352-1200

Job Vacancy Notice

The City of Hanceville is accepting applications and resumes for the following position:

Police Chief

Job Description:

- Prepare, monitor, and administer the departmental budget by reviewing spending trends and expenditure reports, analyzing financial data, and ensuring expenditures remain within annual budgetary limits.
- Represent the police department by meeting with citizen groups and businesses, collaborating with other law enforcement agencies, updating the Mayor, City Clerk, and City Council on department activities, and communicating with the media.
- Oversee the training of law enforcement personnel by approving training programs, ensuring personnel receive required training, and conducting training courses.
- Prepare and present reports on department activities to relevant parties (e.g., citizens, businesses, Mayor, City Clerk, City Council, state, federal agencies) by reviewing police reports, compiling and analyzing statistics, and preparing necessary documentation.
- Participate in law enforcement activities by taking command or assisting the scene commander, coordinating resources, addressing the media, and supporting investigations.
- Develop and oversee department policies and procedures to maintain compliance with local, state, and federal laws and guidelines, improve existing policies, and respond to citizen complaints regarding department personnel.
- Plan, organize, and manage department resources by securing necessary equipment and supplies, obtaining and monitoring grants, and determining personnel requirements.
- Engage in professional development activities to stay informed about industry advancements, relevant laws, policies, and best practices.
- Supervise staff by assigning and distributing work, directing personnel in their duties, monitoring progress, and providing feedback and training.

Minimum Qualifications:

- Current Alabama Peace Officer Standards and Training (APOST) Certification.
- At least five (5) years of command experience in a mid- to upper-level police department (50+ officers).

Applications are available on our website at www.cityofhanceville.net.

Please submit completed applications with a resume to Chaynes@cityofhanceville.net or at Hanceville City Hall located at 112 Main Street SE Hanceville, AL 35077, through March 21, 2025.