



Village of Tinley Park - Employment Opportunity

The Village of Tinley Park is an Equal Opportunity Employer and a Drug Free workplace.

Auxiliary Officer

Posted: February 2, 2018

Closing Date: March 16, 2018

The Village of Tinley Park seeks applicants for part-time Summer Auxiliary Officers in the Police Department.

Responsibilities:

- Assist the Police Department with traffic control services for pre-planned special events and details.
- Provide uniformed professional traffic control service for Hollywood Casino Amphitheater (approximately 20-25 concerts). *Must be available to work a minimum of 75% of concerts.*
- Traffic control for the Tinley Park Convention Center.
- Special events detail including:
 - Irish Parade
 - Caribbean Block Party
 - Fourth of July events
 - Oak Park Avenue Car Shows (Tuesdays, June through September 4:00 p.m. – 9:00 p.m.)
 - National Night Out
 - Duathlon Race
 - 5K Races
 - Other traffic control details requested, at the direction of the Operations Sergeant

Expectations: Availability and commitment to work pre-planned scheduled details and events from May to September primarily on weekends. However, some concerts are scheduled during the weekdays. All concert and special details are scheduled in advance for staffing purposes. ***Mandatory attendance at training sessions to be held over a period of two (2) weekends in April.***

Minimum Qualifications: Must be High School graduate. Proof of graduation is required upon application. Attach a copy of your High School Diploma and Driver's license to your completed Application for Employment.

Note that previous employment in our summer program does not guarantee future positions. Interested candidates must reapply each year to be considered.

Hourly pay rate: \$13.87

Application Process: Interested candidates should complete an Application for Employment obtained online at www.tinleypark.org or in person at the Village Hall along with above referenced documentation. Submissions must be postmarked, e-mailed or received in the Village Hall night drop by 5:00 p.m. on March 16, 2018.

Mail to: Human Resources, Village of Tinley Park, 16250 South Oak Park Avenue, Tinley Park, IL 60477.

Email to: humanresources@tinleypark.org