



**Career / Internship Opportunity**  
**City of Sheboygan Police Department**  
**Community Service Officer**  
(Part-time, flexible hours)

Applications are being accepted for a **Part-time Community Service Officer (CSO)**. Several openings are available for this non-sworn position. Flexible hours are available and training will be provided. This position has the possibility as being counted as internship. Working hours may be applied to an educational internship as permitted by the educational institution.

**Duties include:** Patrolling assigned areas, issuing parking violation, tickets and notices.  
Investigating and documenting ordinance level violations.  
Assisting with crossing-guard duties and stolen bicycle complaints.  
Investigating minor, non-reportable traffic accidents that do not require enforcement.

Successful applicants must be able to establish effective working relationships with the public and co-workers, must be able to successfully communicate (oral and written) with the public and co-workers, and must be capable of working independently. This position requires possession of a valid Wisconsin Motor Vehicle Operator's License, working outdoors in all climatic conditions and being capable of lifting heavy objects (such as bicycles).

Candidates for this position must be enrolled in, or have recently completed, a police science or criminal justice degree program at an accredited institution. The minimum rate of pay Depends On Qualifications ("DOQ"):

- **Part-time Community Service Officer:**  
**Minimum \$13.94 per hour (DOQ)**
- **This is a part-time, limited term position.**

Applications for this position can be located online at:

<http://www.sheboyganwi.gov/departments/human-resources/employment-opportunities/> or  
<http://sheboyganpolice.com/divisions/employment-opportunities/>

Completed applications and resumes  
can be mailed to:

**City of Sheboygan Police Department**  
**Attn: Sgt. Scott Reineke**  
1315 North 23<sup>rd</sup> Street Suite 101  
Sheboygan, WI 53081

.pdf applications can be e-mailed to [scott.reineke@sheboyganwi.gov](mailto:scott.reineke@sheboyganwi.gov). Please place **CSO Application** in the subject line.