



Kay Ivey
Governor

STATE OF ALABAMA
DEPARTMENT OF MENTAL HEALTH
RSA UNION BUILDING
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Kimberly G. Boswell
Commissioner

EMPLOYMENT OPPORTUNITY - REVISED

JOB TITLE: MH Police Officer

OPEN DATE: 09/01/2024

CLOSE DATE: Until Filled

JOB LOCATION: Administrative Base*

NUMBER: 24-03

JOB CODE: S2000

Department of Mental Health
RSA Union Building
100 North Union Street
Montgomery, Alabama 36130-1410

** Location to be determined – Will be housed at one of our facilities located in Tuscaloosa*

SALARY

- Annual Salary Range (\$41,268.00 - \$59,572.80)
- Salary will be commensurate with experience. Limitations apply to current State employees.

BENEFITS

- 12 paid holidays.
- 1 personal leave day accrued each January.
- 13 sick leave days.
- 13 annual leave days accrued in the first year of employment.
- Longevity bonus annually after 5 years of employment.
- Very low-cost health and dental insurance through the [Alabama State Employee Insurance Board](#).
- Defined retirement benefit (not impacted by economic downturns) and a pre-retirement death benefit through the [Retirement Systems of Alabama](#).
 - After 1 year, the minimum amount of the pre-retirement death benefit paid to your designated beneficiary is at least equal to your current or previous fiscal year annual salary.

MINIMUM QUALIFICATIONS

- High school diploma or GED equivalency.

SPECIAL REQUIREMENTS

- Must be certified as a law enforcement officer by the Alabama Peace Officer Standards and Training (APOST) Commission and current with all required training and education required by APOST.
- Must pass a physical agility exam as set by the department.
- Must be 21 years of age with high personal and moral standards and must have a clean police and work record.
- Possession of a valid Alabama Driver's License required.



Note: If these minimum qualifications cannot be met, the application may be considered for a MH Police Officer Trainee position.

- **MH Police Officer Trainee (S1000) – Salary Range (\$34,927.20 - \$50,491.20) – High School or GED equivalency. APOST certification must be obtained within the six-month working test period.**

KIND OF WORK

- Performs routine police work, protecting life, and property.
- Maintains safety, security, and order.
- Safeguarding facility property, residents, and employees against fire, theft, vandalism, and other hazards.
- Shall be charged with all duties and invested with all power as any other police officer, including arrests, serving warrants, investigations, and maintaining order.
- Patrols Facility and controls access to the facility.
- May assist in staff training in areas of fire, safety, and security.
- Performs other related duties as assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Ability to understand and follow written and verbal instructions.
- Ability to firmly, but tactfully, deal with patients and the public.
- Ability to remain alert and act quickly in emergencies.
- Ability to write clear and concise reports.
- Ability to display knowledge of the use of firearms and first aid procedures.

METHOD OF SELECTION

- Applicants will be rated based on an evaluation of their job-related training, abilities, experience, and education, and should provide adequate work history identifying experiences related to the duties and minimum qualifications as mentioned above.
- All relevant information is subject to verification.
- **Drug screening and security clearances will be conducted on prospective applicants being given serious consideration for employment whose job requires direct contact with patients.**

[Click Here to Apply Now:](https://laserfiche.alabama.gov/Forms/ADMH-Job-Application)

<https://laserfiche.alabama.gov/Forms/ADMH-Job-Application>

Only work experience detailed on the application will be considered. Applications should be submitted by the deadline to be considered. Announcements open until filled will remain open until a sufficient applicant pool is obtained. Applications should be submitted as soon as possible to ensure the application will be considered for the position. Copies of License/Certifications should be uploaded with your application. A copy of the academic transcript is required. Appointment of successful candidate will be conditional based on receipt of the official transcript provided by the school, college, or university.

EQUAL OPPORTUNITY EMPLOYER

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