

POLICE DEPARTMENT POLICE OFFICER (FULL-TIME)
Opening Date: December 3, 2025 Closing Date: Until filled

Contact information
Human Resources Department
psanchez@southhavenmi.gov
269-637-0714

Work where others play! Located along the shores of beautiful Lake Michigan, the City of South Haven (population 3,964) is seeking qualified candidates for a full-time patrol officer. Come work in a community that supports our officers, has an outstanding school and healthcare system, and provides the enjoyable balance of a quaint small town in the spring, fall and winter, and a bustling destination in the summer.

General Summary: Our officers proudly provide law enforcement services to citizens residing in and visiting the City of South Haven and South Haven Township.

Typical duties and responsibilities:

- Investigate reports of crimes, accidents, and other incidents.
- Gather, protect, and process evidence.
- Enforce ordinances and statutes, making arrests where appropriate; processing and protecting prisoners as required.
- Providing traffic and parking enforcement and traffic control.
- Responding to other calls for service, such as motorist assists, etc.
- Complete all necessary reports, tickets, forms, and in-house paperwork as required.
- Check out suspicious subjects, vehicles, and situations.
- Serve subpoenas and other documents as required.
- Do court work as required, including obtaining warrants, and doing arraignments.
- As appropriate, conduct property checks of businesses, public buildings and areas, and private homes.
- Provide preventive patrol.

Qualifications: Applicants must have a high school diploma or equivalent, have completed training at an accredited police academy and be MCOLES certified/certifiable. A bachelor's degree in criminal justice or related field is preferred. You must possess a valid Michigan driver's license and very good driving record.

Compensation: Starting hourly rate is \$28.53/hr to \$37.05/hr and lateral transfers are available. Shift differential, call back pay, holiday premiums, overtime, compensatory time, and an annual educational incentive for those who hold a bachelor's or master's degree may be available as well.

Comprehensive Benefit Package:

- MERS B-4 defined benefit pension with COLA
- Excellent medical and dental insurance benefits for employees and eligible dependents
- Employer paid life and disability insurance
- Holidays – 11 per year
- Vacation – starts at 2 weeks per year and tops at 4 weeks per year.

- PTO – 72 hours per year; eligible to accumulate up to 320 hours
- Employee assistance program
- Continuing education – 75% tuition reimbursement

To apply: Submit application, cover letter and resume online at www.southhavenmi.gov/human_resources. Questions may be directed to HR Director, Kim Wise, at kwise@southhavenmi.gov or Perla Sanchez, HR Generalist at psanchez@southhavenmi.gov