



**CITY OF JERSEY CITY**  
**DEPARTMENT OF HUMAN RESOURCES**  
280 GROVE STREET JERSEY CITY, NJ 07302  
P: (201) 547-5217 F: (201) 547-5022



STEVEN M. FULOP  
MAYOR

NANCY RAMOS  
DIRECTOR

**Job Opening:**  
**Police Chief**

**Department:** Public Safety

**Division:** Police

**Exempt/Non-Exempt:** Exempt

**Workweek:** 40 hours, and as needed (nights, weekends, holidays)

**Base Salary:** \$173,414<sup>1</sup>. Competitive Jersey City retirement and health benefits package available, including pension, dental, medical, prescription, FSA (flexible spending account), life insurance, paid time off and more.

The City of Jersey City seeks a dynamic Police Chief to lead its diverse and talented police force, one of the largest in the State of New Jersey. The ideal candidate will possess extensive law enforcement experience and be dedicated to leading the police division with the division's values in mind: courtesy, accountability, respect and excellence.

**Job Duties:**

- Administer and enforce rules and regulations and special emergency directives for the disposition and discipline of the force and its officers and personnel.
- Have, exercise and discharge the functions, powers and duties of the police division.
- Prescribe the duties and assignments of all subordinates and other personnel.
- Delegate such authority as necessary for the efficient operation of the division.
- Analyze policing problems in the City of Jersey City, determine internal organization of the police department, and formulate police rules/regulations.
- Plan police work so as to make the best use of available funds, personnel, equipment, and supplies.
- Give assignments/instructions to other members of the police department, provide them with advice and assistance when difficult/unusual problems arise, and ensure that proper procedures are followed, that reasonable standards of workmanship, conduct, and output are maintained, and that desired police objectives are achieved.
- Ensure that communication facilities are properly used.
- Take the lead in establishing/maintaining helpful, cooperative relations with civic, recreation, and business organizations, school court officers and other groups, police authorities in other jurisdictions, and others interested in the maintenance of law and order.
- Must be able and willing to work the hours necessary to accomplish assigned duties; attend evening meetings and/or critical events and activities, as appropriate; and travel out of town as necessary to attend and/or participate in workshops, conferences, seminars, and meetings during work and non-work hours
- Report at least monthly to the Director of Public Safety in such form as shall be prescribed by the Director on the operation of the division during the preceding month, and make such other reports as may be requested.

*Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee for this job. Any and all legally permissible duties,*

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<sup>1</sup> Salary is set by N.J.S.A.40A:14-179 and N.J.S.A. 40:69A-60.7/City Ordinance/City Executive Order

*responsibilities and activities may change at any time with or without notice. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.*

**Required Educational Background:** Graduation from high school, vocational high school, or possession of an approved high school equivalency certificate.

**Required Experience:** Minimum five (5) years of experience as a superior police officer and possess at least five years of administrative and supervisory police experience, which experience shall include providing assistance and protection to persons, safeguarding of property, observance of the law, and apprehension of lawbreakers.

**Essential Skills/Knowledge:**

- Thorough knowledge of:
  - Modern law enforcement principles, procedures, techniques, and equipment.
  - Principles of community policing and a willingness to work collaboratively with the community.
  - Administrative principles and methods, including goals and objectives development, program development and implementation, work organization and delegation, and employee supervision.
  - Principles and practices of law enforcement, investigation, patrol, community services, and related police services.
  - Criminal law, codes, ordinances and court interpretations including rights of citizens, apprehension, arrest, search and seizure, and rules of evidence.
  - Local government organizations and functions as related to public safety.
  - Organizational and management practices as applied to the analysis and evaluation of programs, policies, and operations.
  - Pertinent Federal, State and local laws, regulations, codes, ordinances, and policies.
  - Organizational development, reorganizations and program development, evaluation and goal setting.
- Ability to effectively manage large department municipal budget using sound principles and practices of budget development and administration.
- Capable of effectively leading, mentoring, and building a diverse team of police department members.
- Able to persuasively communicate (oral and written) and present with individuals and before groups.

**Preferred Educational Background:** Graduation from an accredited college or university with a Bachelor's or advanced degree in police science, law enforcement, criminal justice, public administration or a closely related field.

**Preferred Experience:** Ten (10) years of experience in police work, three years of which must have been equivalent to lieutenant or higher.

**To apply for this job with the City of Jersey City fill out our [Employment Application](#).**

The City of Jersey City is an Affirmative Action/Equal Employment Opportunity Employer and complies with all applicable federal and state laws, rules and regulations relating to anti-discrimination and anti-harassment.