

FOR EMPLOYERS ONLY

Employment Announcement Form

To submit a new announcement, complete the form below. If you need to make changes to your Employment Announcement, please contact [WILENET](#).

Position Title: _____ Male Female Either

Agency Name: _____

City: _____

State: _____

Applications are now

Being accept to:

(Check one or both)

Fill Vacancy

Establish Eligibility List

Type of Opening:

(Check all the apply)

Full-Time

Part – Time

Seasonal

Salary Minimum

\$

Hour

Month

Year

Salary Maximum

\$

Dependent on Qualifications

Position

Responsibilities:

Benefits:

(Check all that apply)

Wisconsin Retirement Fund

Health Insurance

Life Insurance

Sick Leave

Dental

Paid Holidays – number:

Clothing Allowance

Longevity Pay

Deferred Compensation

Education Incentive Pay

Vacation

Other Benefits:

Qualifications:
(Check all that apply)

U.S. Citizen
Minimum Age:
Driver license
Good Driving Record
Good Physical Condition
Eligibility for WI Law Enforcement Standards
Board Certification
High School Diploma
60 College Credits
Associate Degree
Bachelor Degree
Master Degree
Ability to possess a firearm
No felony convictions
No domestic abuse convictions
Vision correctable to 20/20
Good verbal and written communications skills
Previous experience
React quickly and effectively to stressful situations
Able to work evenings, weekends, and holidays
Ability to keyboard/type words per minute
Knowledge and skills in operating computer systems
Clear and concise speech
Ability to handle several tasks simultaneously
Supervisory/Management Experience
Ability to perform essential functions of this position
Ability to use all standard law enforcement equipment
Bilingual
Other qualifications:

Application
Deadline:

Time:
Date:

AM PM

Application
Requirements:
(check all that apply)

DJ-LE 330
Resume
Agency application
To Obtain:

Application Contact
Name
Title
Agency
Address
Additional Address
City
State
Zip Code
Phone
Fax
Email
Internet Address

Notes:
(check all that apply)

Written Exam
Oral Interviews
Psychological profile
Polygraph examination
Medical examination
Vision examination
Drug screening
Background check
Physical fitness/agility screening
Residency required
Other:

Affirmative Action (AA)
American Disability Act (ADA)
Equal Opportunity Employer (EOE)

Submit Completed Applications to: Donna Hahn at hahndg@doj.state.wi.us