POSTING DATE: December 1, 2022 **CLOSING DATE:** January 31, 2023

COMMERCIAL VEHICLE ENFORCEMENT DIVISION

MISSOURI STATE HIGHWAY PATROL

CAREER OPPORTUNITY BULLETIN

JOB ID: 1919

TITLE: **COMMERCIAL VEHICLE OFFICER TRAINEE (15th Class)**

DESCRIPTION: Several Commercial Vehicle Officer positions are available within the Missouri State Highway Patrol. These positions are classified as non-exempt under the Fair Labor Standards Act. Applicants selected for these positions are required to work days, nights, weekends, and holidays. Working hours vary by location and will be explained in detail at the time of the interview. The last page of this career bulletin lists the official domiciles, locations, and number of vacancies available. Click HERE to view our employee benefits.

Please visit the Commercial Vehicle Division Website for more information at www.mshpcvo.com.

The start date for these positions is July 3, 2023. On that date, the selected applicants will complete orientation and begin the required classroom training, at the Missouri State Highway Patrol General Headquarters in Jefferson City, Missouri. Room and board will be provided to the selected applicants while attending training.

POSITION SUMMARY: Under close supervision, this individual participates in an extensive training program in order to gain the knowledge, skills, and abilities necessary to be certified as a Commercial Vehicle Officer (CVO) with the Missouri State Highway Patrol. The employee must be able to accommodate shift work and working outdoors in extreme weather conditions.

APPLICATION PROCEDURE: Individuals, including current Patrol employees, interested in this position must visit our website at https://statepatrol.dps.mo.gov/ to complete and submit an application and upload an Additional Commercial Vehicle Officer Applicant Information form (Click Link to Access Form) prior to the application deadline. Resumes will not be accepted in lieu of the application. Individuals who have previously completed an application must access their profile in the system to re-apply.

QUALIFICATIONS: Possession of a high school diploma or equivalent.

For the additional necessary special requirements, click HERE for a more detailed job description of a Commercial Vehicle Officer Trainee.

SALARY RANGE (Semi-monthly): The minimum starting salary is $1,977.00; however, salary may be commensurate with experience.

TESTING AND INTERVIEW PROCESS: A written examination, demonstration of physical ability, and interview will be conducted on various dates and at various locations throughout the state. The Human Resources Division will call to schedule testing and interviews as applications are received.

ADDITIONAL INFORMATION: Employment with the Missouri State Highway Patrol is contingent upon undergoing and successfully completing a polygraph examination, background investigation, psychological evaluation, a medical examination, and a Patrol administered drug test. The Missouri State Highway Patrol is a Drug Free Workplace.

Polygraph Examination: The polygraph examination will be administered by a Patrol polygraphist. The polygraph examination can be stressful for some applicants. Conditions such as hypertension, pregnancy, respiratory or heart ailments, etc., may affect the results of the polygraph examination. While there is no medical evidence that a polygraph examination affects a person's health, applicants are encouraged to discuss this step with their physician prior to the examination to determine if it is suitable for them to be tested. If an accommodation is needed, the applicant must discuss this with the Human Resources Division at the time the examination is scheduled. Those applicants who are pregnant will not be tested until after the birth of the child. All applicants are required to sign a waiver form prior to taking the polygraph examination. The areas covered in the polygraph examination are as follows: employment history, traffic record, financial history, past and current illegal drug usage, record of criminal convictions, and basic honesty.

Some Patrol duties relate to criminal activity. Therefore, employees may be exposed to written material, photographs, and/or verbal language of a sexual nature. The requirements of this position are not intended to create a hostile work environment; however, it is work of an extremely sensitive nature. A copy of the Missouri State Highway Patrol policy on sexual harassment is available upon request.

To be eligible for employment with the Patrol, applicants must meet all dress and appearance requirements. Click HERE for more details about dress and appearance requirements.

EEO STATEMENT: The Missouri State Highway Patrol is an equal opportunity employer. All qualified applicants will be considered for employment without regard to race, color, religion, sex, age, national origin, veteran status, ancestry, sexual orientation, or disability.

FACILITATOR: Caitlan Elley ▪ (573) 526-6336 ▪ caitlan.elley@mshp.dps.mo.gov

There are not currently openings at all Troop Headquarters, therefore, if interested in one of the listed locations, please apply. A hiring register will be maintained in the event that an opening becomes available.

Troop A Headquarters

Harrisonville (2 Positions)
Cass County

Mayview (4 Positions)
Lafayette County

Platte City (1 Position)
Platte County

Troop B Headquarters

Macon (1 Position)
Portable Scale Truck

Troop C Headquarters

Bloomsdale (3 Positions)
St. Genevieve County

Foristell (5 Positions)
St. Charles County

St. Clair (1 Position)
Franklin County

Troop D Headquarters

Joplin (1 Position)
Jasper County

Troop E Headquarters

Steele (2 Positions)
Pemiscot County

Troop G Headquarters

Willow Springs (1 Position)
Howell County

Troop H Headquarters

Eagleville (3 Positions)
Harrison County

St. Joseph (1 Position)
Portable Scale Truck

Watson (4 Positions)
Atchison County

Troop I Headquarters

Rolla (1 Position)
Portable Scale Truck