



City of Coweta/Coweta Public Works Authority

**Current Job Openings**

Applications are available at City Hall 310 S Broadway in Coweta or [click this link for the employment application form](#). Interested parties should submit an application along with resume to the City of Coweta, Box 850, Coweta, OK 74429 Attn: Human Resources. Background Check and Post Offer Drug Screen required.



**Police Department**

The City of Coweta is accepting applications for Police Officer. Base Pay \$34,492.00 with a \$2,000.00 signing bonus for first time officers with a CLEET certification. Thirty hours of college credit required. Other pay incentives dependent on qualifications and certifications. A newly hired Police Officer shall be paid not less **\$34,492.00**. In addition to base salary officers shall be paid incentive pay at rates determined by contract. All police officers who have successfully completed the basic academy and receive CLEET certification as a full time police officer shall be paid an additional **\$1,200.00**, increased to **\$3,000.00** after successful completion of probation. The Coweta Police Department offers an incentive pay program for Associates Degree and Bachelor’s Degree, which has been obtained through an accredited college or university. College incentive pay will range from **\$1,200.00 to \$1,800.00**. Applications are available at City Hall 310 S Broadway in Coweta or [click this link for the employment application form](#). Interested parties should submit an application along with resume to the City of Coweta, Box 850, Coweta, OK 74429 Attn: Human Resources

**Police Department – E-911 Dispatcher / Jailer**

The Coweta Police Department is looking for a full time E-911 Dispatcher / jailer working 40 hours a week. Starting pay \$25,768.12 yearly with benefits. Coweta Dispatchers answer the City of Coweta’s 911 calls for police, fire and emergency medical services along with administrative duties. The selected candidate will receive 6-8 weeks of training. They will be working in a fast paced- environment. Must be able to multi-task and have excellent phone, communication and computer skills. Must have a valid OK driver’s license, reliable transportation, and a high school diploma or GED. Must be 21 years of age. Bilingual is a plus but not required. No felony convictions. Have the ability to operate a radio, a computer and the ability to pass required test. Must be willing to work any shift and holidays with any combination of days off. Applicants must possess good communication skills and be able to work within emergency situations. Pre-employment background and drug screen. Applications are available at City Hall 310 S Broadway in Coweta or [click this link for the employment application form](#).

Interested parties should submit an application along with resume to the City of Coweta, Box 850, Coweta, OK 74429 Attn: Human Resources

**Animal Control Officer**

The City of Coweta is accepting applications for the position of Animal Control Officer. This position will report directly to the Chief of Police, and is responsible for a wide variety of essential functions which include, but are not limited to, patrolling City streets to promptly capture stray animals, transport captured animals to the City animal control facility, issue citations for animal related violations, remove deceased animals from city roadways, euthanizes and properly dispose animals. Care and feed any housed animals located at the city ACF, maintain all city property assigned. Work experience should include some knowledge of law enforcement principles, procedures, techniques, and equipment. Some knowledge of animal restraints and care techniques. Must possess, or be able to obtain by time of hire, a valid Oklahoma Driver’s License. Applications are available at City Hall 310 S Broadway in Coweta or [click this link for the employment application form](#). Interested parties should submit an application along with resume to the City of Coweta, Box 850, Coweta, OK 74429 Attn: Human Resources



**Public Works Maintenance-Water Plant Operator**

The City of Coweta is accepting applications for full time water plant operator. Must be able to obtain a class D certification within twelve months and successfully complete a pre-employment drug screen and background exam. Applications are available at City Hall 310 S Broadway in Coweta or [click this link for the employment application form](#). Interested parties should submit an application along with resume to the City of Coweta, Box 850, Coweta, OK 74429 Attn: Human Resources



**Code Enforcement Officer**

The City of Coweta is accepting applications for the position of Code Enforcement Officer. The position performs a variety of tasks including, but not limited to: performing site inspections, enforcing city codes and ordinances as they pertain to public nuisances, tall grass, illegal signs, signs on city right-of-way, nuisance abatement laws, junk vehicles, trash and dilapidated buildings. [Click here for a full job description](#). Applications are available at City Hall 310 S Broadway in Coweta or [click this link for the employment application form](#). Interested parties should submit an application along with resume to the City of Coweta, Box 850, Coweta, OK 74429 Attn: Human Resources

## **Management Assistant/Human Resource Director**

The City of Coweta is accepting applications for the position of Management Assistant/Human Resource Director. The position performs a variety of routine and complex administrative tasks related to human resources management, risk management, research, and policy implementation under the direction of the City Manager. Applications are available at City Hall 310 S Broadway in Coweta or [click this link for the employment application form](#). Interested parties should submit an application along with resume to the City of Coweta, Box 850, Coweta, OK 74429  
Attn: Human Resources