

PATROL OFFICER

JOB SUMMARY

Serves as a Patrol Officer performing responsible law enforcement duties, including patrol, investigation, traffic control and a variety of other duties designed to preserve peace and order and to protect life and property in the city.

SUPERVISION RECEIVED

Works under the general supervision of a departmental supervisor, who makes general assignments as to the area to be covered, specific cases to be investigated, etc. Duties are performed independently and Patrol Officer must exercise independent judgment in meeting emergencies and determining lawful and appropriate courses of action.

EXAMPLES OF DUTIES

(Any one position may not include all of the duties listed, nor do the listed examples include all duties which may be found in positions of this class).

- 1.** Patrols in an assigned area of the city in a police cruiser or on foot; checks overall security of vacant homes and buildings; periodically checks business establishments and public places for violations of the law and takes appropriate enforcement action; confronts suspicious person(s) and situations and determines appropriate action;
- 2.** Negotiates settlements between emotionally upset and often irrational persons involved in domestic disputes, drunkenness, break-ins, larcenies, vandalism, assaults, etc.;
- 3.** Receives dispatch orders and responds to calls for service, emergency situations and serious crimes; takes charge of crime scenes until relieved by higher authority; exercises knowledge of state laws, federal laws, Supreme Court decisions and city ordinances in determining legal justification for arrest, search and seizure, protective custody, etc.;
- 4.** Directs activities at accidents and disaster areas rendering first aid and restoring traffic to normal; investigates traffic accidents to determine cause. Periodically directs traffic to assure steady flow; stops motor vehicles, confronts drivers and issues citations for violations; makes physical arrests when laws have been violated; administers breathalyzer tests to determine the degree of blood alcohol in possible drunk driving situations;

5. Assists in the investigation of crimes and/or suspected criminal acts to identify, locate, apprehend and prepare prosecution of persons charged with committing crimes; examines crime scenes to collect evidence; interviews and interrogates witnesses and suspected offenders; determines the extent of criminal activity and need for further police assistance;
6. Maintains log of activities and record of intelligence material received; works with other law enforcement personnel to facilitate the flow of information about criminal activity and the cooperative enforcement of state and federal laws; engages in undercover investigations and conducts stake-outs;
7. Completes and submits all required reports and records in conformance with department regulations and statutory requirements; conducts follow-up investigations on unsolved crimes;
8. Escorts the transportation of large amounts of money and various dignitaries; marches in parades; assists general public in rendering assistance and/or direction; may give safety and crime prevention talks to children and civic groups.

Performs other related duties as required.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Working knowledge of modern police science techniques, methods and procedures and the ability to carry out same; knowledge of federal, state and city laws and ordinances, and Supreme Court decisions relative to police officer enforcement responsibilities and restraints; ability to analyze situations quickly and objectively to determine the proper course of action to be taken; ability to utilize self defense techniques and firearms; ability to operate motor vehicles in emergency situations; ability to establish and maintain effective working relationships with other law enforcement agencies, other city agencies, fellow employees and the general public.

PHYSICAL EXERTION/ENVIRONMENT CONDITIONS

Physical effort involves considerable standing and/or walking and occasional strenuous positions when apprehending law violators. Working conditions are disagreeable due to varying climatic conditions, emotional stress and exposure to hazards which could result in total disability or even death.