

POSITION TITLE: **POLICE OFFICER**
CLASSIFICATION: Administrative police, safety and suppression.
REPORTS TO: Police Supervisory Staff
FLSA STATUS: Non-Exempt

GENERAL DEFINITION AND CONDITIONS OF WORK:

Performs intermediate protective service work involving a variety of general or support duty police assignments; does related work as required. Work is performed under regular supervision. Work is frequently performed under emergency situations and involves considerable personal hazard and danger.

ESSENTIAL FUNCTIONS/TYPICAL TASK:

Patrol city, respond to service requests; enforce laws and ordinances; make arrests, testify in court; prepare records and files.

Seek solution to possible problems before event occurs.

Ability to pursue offenders on foot and or in a vehicle; use judgment in amount and type of force used.

Ability to perform CPR, First Aid, use AED equipment, as needed.

Operates a patrol vehicle to observe for violations of traffic laws, suspicious activities or persons and disturbances of law and order.

Responds to radio dispatches and answers calls and complaints.

Issues citations for traffic violations.

Serves warrants and makes arrests and testifies in court.

Provides police escorts, directs traffic; performs residential and commercial checks.

Fills out arrest records, fingerprints, photographs, etc.; performs prisoner security functions; investigates traffic accidents, crimes reported; develop possible suspects to bring outstanding cases to closure.

Reports unsafe conditions existing in street or other public facilities.

Assists with criminal investigations, conducts stakeouts, assists with presenting evidence, interviewing victims and witnesses, perform property and evidence duties as assigned.

Prepares detailed reports on activities and assignments.

Inspects vehicles and notifies garage of defective patrol units.

May be required to perform supervisory duties in the absence of a superior officer.

Participates in a variety of in-service training programs.

May be assigned to crime prevention, community policing/bike patrol, field training, special operations, technical support or investigation operation.

May be required to work overtime and/or be on call and to be able to respond to emergencies within a reasonable time.

ADDITIONAL EXAMPLES OF WORK PERFORMED

Performs related tasks as required.

KNOWLEDGE, SKILLS AND ABILITIES:

General knowledge of police methods, practices and procedures; general knowledge of the geography of the City, related county areas, and location of important buildings; general knowledge of the rules and regulations of the Police Department; ability to understand and carry out oral and written instructions and to prepare clear comprehensive reports; ability to deal courteously but firmly with the public; ability to analyze situations and to adopt quick, effective and reasonable courses of action with due regard to surrounding hazards and circumstances; skill in the use of firearms and the operation of motor vehicles; good physical conditions.

WORK ENVIROMENT

This is medium work requiring the exertion of 50 pounds of force occasionally, up to 20 pounds of force frequently, and up to 10 pounds of force constantly to move objects, and some heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, crouching, crawling, standing, walking, running, pushing, pulling, and lifting; vocal communication is required for conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to receive detailed information through oral communications and/or to make fine distinctions in sound; visual acuity is required for night vision, peripheral vision, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, hazards and atmospheric conditions. The worker may be exposed to blood borne pathogens and may be required to wear specialized personal protection equipment.

TRAINING AND EXPERIENCE:

Any combination of education and experience equivalent to graduation from high school.

SPECIAL REQUIREMENTS:

Possession of an appropriate driver's license valid in the State of Tennessee. P.O.S.T. Certification must be obtained within six months of employment. Must meet Minimum Standards Law (TCA 38-8-106) requirements. Must be a citizen of the United States, at least 21 years of age and meet the physical, psychological and criminal records and other standards for the assignment established by the Police Department.

I acknowledge that I have read the foregoing and understand its contents.

_____ Date: _____
Signature