

**POLICE OFFICER****DEFINITION**

Under general supervision, to patrol an assigned beat, to protect life and property, to prevent crime, to maintain order, to enforce laws, ordinances, and constitutional mandates, to do investigative work in detection of crime, to perform public service tasks, while working varying hours and shifts, and to do related work as required.

**ESSENTIAL FUNCTION REQUIREMENTS**

Ability to make forceful arrests, to read, comprehend, explain and apply complex issues of law derived from code books, computer screens, and other printed material. Ability to drive a motor vehicle under emergency conditions and to hear verbal communications at normal speaking tones via radio and telephone, and verbalize succinctly. Ability to qualify in the use of firearms and defense tactics on a periodic basis. Ability to remain current and meet all POST guidelines. Ability to write accurate, clear, concise, factual reports. Must also be familiar with basic computer systems.

**EXAMPLES OF DUTIES**

Patrols an assigned area of the City by car, foot or as designated by the Police Chief, the divisional commander or line supervisor. To maintain law and order, respond to emergencies as directed by radio and telephone, investigate unusual or suspicious conditions, direct traffic, investigate traffic accidents, administer first aid, give assistance to the injured, make arrests, serve subpoenas and warrants, guard prisoners, question suspects, note and report unsafe conditions, prepare evidence and appear in court, search for stolen property and lost persons, give information to the public regarding laws, ordinances, traffic safety, directions and available public services, issue citations to traffic violators, write reports of daily activities and action taken, investigate vice conditions, analyze facts, clues and evidence and make investigations to determine law violators and their whereabouts, maintain effective working relationships with other law enforcement agencies, employees and the public, operate radio and other communication equipment, protect the life, property, public order and constitutional rights of all citizens, adhere to the California Peace Officers Standards and Training Code of Ethics and work varying hours and days of the week. May take on additional duties as requested including field training officer or instructor in one or more areas including, but not limited to firearms, defensive tactics, hostage negotiations and canine handling.

**EMPLOYMENT STANDARDS**

Minimum requirements for entrance level officer:

1. High school graduate or equivalent qualification, with 30 semester units from an accredited college or university desired (not required).
2. Weight proportionate to height.

3. Must pass a comprehensive physical examination, as provided in the Medical Screening Manual by the California Commission on Peace Officers Standards & Training (POST).
4. Vision acuity minimum of 20/100 corrected to no less than 20/30.
5. Must possess a California driver's license at time of appointment and must have an acceptable driving record.
6. Must have no record of felony criminal convictions or misdemeanor convictions that could affect his/her credibility as a witness in a court of law.
7. Must be of good moral character to be determined by a thorough background investigation, which will be conducted under POST guidelines.
8. Must have the ability to read, understand, explain and implement technical material consisting of laws, policies, regulations, guidelines and orders concerning the protection of life and property and maintenance of law, order and peace; ability to analyze and prioritize situations and adopt effective courses of action while giving due regard to surrounding hazards and circumstances; ability to drive an automobile safely; ability to prepare and write accurate and factual reports; ability to maintain cooperative relationships with other employees, supervisors, public officials and employees of other non-police organizations and agencies, as well as the public to be served. Willingness to work varying hours and shifts, and to remain available for calls and to report for duty in an emergency. Willingness to work under strict discipline with the ability to work under a minimum of supervision. Ability to meet the City's standards of stature, endurance, agility and general physical conditions for the position.

Minimum requirements for lateral entry officers:

1. Must meet all minimum requirements for entry level officer with the exception of written and agility examination requirements.
2. Must possess or be eligible to obtain a POST Basic Certificate.
3. Minimum of one year satisfactory past police patrol experience.

**LICENSE**

Ability to drive and possess a valid California driver's license.