

## POLICE OFFICER - 4221

### GENERAL DEFINITION AND CONDITIONS OF WORK:

Performs responsible 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.

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 or more 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, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound; visual acuity is required for depth perception, color perception, night vision, peripheral vision, preparing and analyzing written or computer data, use of measuring devices, operation of machines, 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, vibration, hazards, and atmospheric conditions. The worker may be exposed to bloodborne pathogens and may be required to wear specialized personal protective equipment.

### ESSENTIAL FUNCTIONS/TYPICAL TASKS:

**Enforcing laws; investigating crimes; controlling traffic; collecting evidence; preparing reports; issuing warrants and summons.**

On an assigned shift, operates a patrol vehicle or walks to observe for violations of traffic laws, suspicious activities or persons, and disturbances of law and order;

Interviews victims and witnesses to obtain additional necessary information regarding crime, accident, violation, etc.; helps investigate crimes; helps collect evidence; conducts searches; investigates traffic accidents;

Responds to radio dispatches and answers calls and complaints; issues traffic citations; serves warrants, summons, etc.; completes arrest records;

Makes arrests and testifies in court; prepares reports;

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

Participates in a variety of in-service and special training programs;

Responds to and investigates domestic disputes; assists other law enforcement agencies when requested or assigned;

Maintains reasonable and predictable attendance;

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 and location of important buildings; some knowledge of the rules and regulations of the Police Department; ability to understand and carry out oral and written instructions and to prepare clear 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 an automobile; ability to establish and maintain effective relationship with associates.

### EDUCATION 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 North Carolina. Possession of Basic Law Enforcement Training certification issued by the State of North Carolina. Must meet and maintain minimum training and experience requirements for position as established by the department and the State of North Carolina.

**NOTE:** Employees who meet career development guidelines in this class will receive a salary increase as outlined in the Police Policies and Procedures Manual.