

GENERAL STATEMENT OF DUTIES: Performs general duty police work in the protection of life and property through the enforcement of laws and ordinances; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: This is general duty police work in the protection of life and property through the enforcement of laws and ordinances and related preventive and investigative work. Work involves the responsibility for performing police assignments which are received from officers of superior rank. Work normally consists of patrol, traffic regulations, and investigative duties in a designated area on an assigned watch which may be performed in patrol vehicles, motorcycles, or on foot. Work may involve an element of personal danger and employees must be able to act without direct supervision and to exercise independent judgment in meeting emergencies. Incumbents in this class may receive special assignments which call upon specialized abilities and knowledge usually acquired through training courses or experience on the Police Department. Assignments and general instructions are received from a superior officer who reviews work methods and results through reports, personal inspection, and discussion.

EXAMPLES OF WORK: (Illustrative only)

Patrols a designated area of the City on foot, motorcycle, or in a patrol vehicle to preserve law and peace, to prevent and discover the commission of crime, and to enforce traffic and parking regulations;

Checks buildings, parks, playgrounds, and neighborhoods for evidence of burglaries, vandalism, and suspicious activity;

Answers calls and complaints involving accidents, thefts, public and domestic disturbances, intoxication, fires, and other misdemeanors and felonies, and provides a variety of other miscellaneous services;

Evacuates people from dangerous areas;

Drives a motor vehicle under emergency conditions;

Controls, regulates, and directs vehicular and pedestrian traffic;

Issues citations for traffic, non-traffic, and parking offenses;

Conducts accident investigations providing first-aid for the injured and requests emergency assistance, and takes safeguards to prevent further accidents;

Interviews principals and witnesses at accident scenes, secures scene, takes written statements, examines vehicles in roadway observing traffic control devices and obstructions to view, measures skid marks, takes street measurements, and prepares collision diagrams, collects physical evidence, clears accident scene of obstructions and wreckage and maintains traffic flow;

Administers roadside sobriety tests using breathalyzers;

Advises persons of constitutional rights;

Identifies and apprehends offenders and seizes contraband;

Handcuffs and transports prisoners;

Subdues and arrests resisting or attacking individuals;

Pursues suspects in motor vehicles and on foot;

Fires weapon on duty and uses deadly force when necessary;

Collects and preserves evidence;

Performs investigative work involving crimes, missing persons, child neglect, suspicious persons, or vehicles;

EXAMPLES OF WORK: (continued)

Conducts surveillance of individuals or locations;

Searches premises or property, recovers and inventories stolen property, and estimates its value;

Locates witnesses to crime and interrogates suspects;

Explains complaints to offenders, victims, and witnesses, and advises them of legal procedures;

Conducts interviews, mediates family disputes, comforts emotionally upset persons, and refers to appropriate social service agencies;

Makes public presentations;

Testifies in and presents evidence in civil and criminal court cases and hearings;

Writes and dictates reports;

Places children in protective custody;

Determines whether incidents are criminal or civil matters;

Serves subpoenas and search or arrest warrants;

Represents department in meetings and acts as liaison with community groups.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Good social and general intelligence; ability to cope with stressful situations firmly, courteously, tactfully and with respect for the rights of others; ability to analyze situations quickly and objectively and to determine proper course of action; ability to learn modern police procedures and techniques, including the procedures to search, secure, and preserve crime scenes; ability to learn principles of investigation and interrogation, applicable State and Federal laws and municipal ordinances and departmental rules, regulations, and policies; ability to use a computer and perform first-aid; ability to understand and carry out oral and written instructions and orders; ability to express oneself clearly and concisely, orally and in writing; Use good judgment in solving problems and in emergency situations; Determine priorities and manage time effectively; ability to work independently without direct supervision; ability to establish and maintain effective working relationships with co-workers, officials, and the general public; ability to develop skill in the use and care of firearms; ability to operate a motor vehicle and secure an Iowa State Driver's license at the time of appointment; Good powers of observation and memory; ability to maintain confidentiality in the performance of duties; Good physical condition requiring the strength and agility to subdue and arrest a resisting or attacking individual, sit or stand for long periods of time, walk up and down flights of stairs, run fast for a short period of time to apprehend a suspect, climb over obstacles lower than six feet, run for a long period of time, jump down from elevated surfaces, walk for long periods of time, ability to wear protective vest and bulky equipment, crawl in confined spaces, ability to lift, pick up and/or carry an injured or deceased person or heavy objects, climb through small openings, and ability to wear riot equipment (face shield, helmet, gas mask).

ACCEPTABLE EXPERIENCE AND TRAINING: Completion of at least sixty hours of college credits from an accredited college or university, with a minimum grade point average of "C"; or four years of experience in the field of law enforcement as a federal law enforcement officer or as a certified or licensed police officer (certification or licensure must be by the appropriate agency of a state responsible for certifying or licensing police officers) or four years of active duty military experience in the U.S. Armed Services and an honorable discharge; or any equivalent combination of experience and education which provides the required knowledge, skills, and abilities.