

POLICE OFFICER (ACADEMY GRADUATE)

DEFINITION:

Under supervision, perform law enforcement and crime prevention duties while protecting life and property; control traffic flow and enforce traffic regulations; perform investigative work; provide responsive, quality police services; and do other related work as required.

This position has two levels. Police Officer (Academy Graduate) is an apprentice level specification in which incumbents have graduated from a California Peace Officer Standards and Training (P.O.S.T.) Certified Basic Academy training program, but have not received a P.O.S.T. Basic Certificate with a comparable agency. Incumbents perform under direct supervision and generally do not perform police officer duties independently until the successful completion of field training.

Police Officer is a journey level specification. Work normally consists of routine police duties performed according to department rules and regulations. Incumbents receive instructions and exercise discretion under general supervision. Positions at this level are flexibly staffed and are normally filled by advancement from Police Officer (Academy Graduate), or when filled from the outside, require current employment as peace officer as specified in California State Penal Code Section 830.1, or Section 830.2 (a) - (d). Appointment to Police Officer requires that the employee perform the full range of duties and meet the qualification standards for the specification.

ESSENTIAL JOB FUNCTIONS:

The listed duties are essential for this specification and may include but are not limited to the following: Patrol an assigned or specified sector or area on foot or by vehicle; promote law and order within and outside of the community; respond to calls for assistance, including protecting life and property and enforcing laws and regulations; search and apprehend violators of the law and criminal suspects; issue traffic citations; testify and/or present evidence in court as needed; respond to emergencies such as accidents, fires, or other unusual occurrences, when assigned; maintain crowd or traffic control; respond to calls regarding wanted or missing persons and crime scenes; search for and preserves evidence; investigate leads; obtain information from suspects, prisoners, complainants and witnesses; investigate cases as directed from superior officers; prepare written reports; coordinate Reserve Officer or non-sworn volunteer activities; conduct field training for employees at the level of Police Officer (Academy Graduate); coordinate and perform crime prevention and youth activities; and performs related duties as required. May be required to work shifts, weekends, and holidays.

QUALIFICATIONS:

Training and Experience: Requires a high school diploma, G.E.D or California High School Proficiency Exam. Police Officer (Academy Graduate) candidates must have graduated from a P.O.S.T. Certified Basic Academy at the time of appointment. Police Officer candidates must be currently employed as a peace officer as specified in the State of California Penal Code, Section 830.1 or Section 830.2 (a) - (d) and possess a valid Basic Police Officer Standards and Training Certificate. The completion of college level course work is desirable.

Special Requirements: Must be at least 21 years of age at the time of appointment; be a citizen of the United State of America or a permanent resident alien who is eligible and has applied for citizenship; and must possess a valid California driver's license at the time of appointment. Candidates must successfully complete a polygraph test, psychological and medical examinations, and an extensive background investigation process prior to appointment.

Special Condition of Employment: Persons hired after September 3, 1988, shall refrain from smoking tobacco or using any other tobacco substance at any time, on or off duty.

Knowledge, Skills, and Abilities: Must have a working knowledge of the English language and the ability to communicate effectively orally and in writing; general knowledge of the social dynamics of the community, including demographics and group relationships; the ability and strength to perform prolonged and arduous tasks under adverse conditions; remember names, faces and details; react quickly and calmly in emergencies; understand and follow written and oral instructions; learn and apply proper use of force techniques both lethal and non-lethal; deal courteously but firmly with the general public; establish and maintain effective working relationships; and the ability to learn and use a personal computer. Bilingual abilities to speak any foreign language is desirable.

PHYSICAL DEMANDS AND WORKING CONDITIONS:

The following tasks must be performed while wearing the leather gear waist belt with all required equipment: Must have the ability to run at least 50 yards at maximum effort; resist combative subjects through kicking, pushing, wrestling, pulling or shoving; balance, at times in conjunction with climbing; jump, hurdle, vault or climb over obstacles such as walls, fences, and embankments, frequently requiring speed; move nonresistant persons or objects, including motions such as dragging, pulling, lifting, carrying and supporting. Must be able to carry a flashlight or radio and weapon while running. Frequently required to lift and carry up to 40 pounds and occasionally lift and carry up to 100 pounds without assistance. Must be able to drive an emergency vehicle at high speeds while operating and making broadcasts over a two-way radio. Vision 20/100 or better must be correctable to 20/20 with glasses or contact lenses (hard or soft). If worse than 20/100, vision must be correctable to 20/20 with soft contact lenses; must hear and understand whispered verbal communication.