

Essential Functions

- Performs a variety of public safety functions to serve and protect the community
- Reports to and receives assignments, instructions and directions from supervisors
- Investigates and reports criminal activities
- Possess general knowledge of police responsibilities; good powers of observation and memory
- Have the ability to deal effectively with the public and fellow officers; to react rationally under conditions of physical and mental stress
- Have characteristics of honesty, integrity, and reliability
- Able to treat matters and information as confidential
- Physically and mentally able to perform essential job functions
- Operate police vehicle to patrol assigned geographical area
- Works a varying schedule and/or shift, may be required to work overtime and holidays
- Monitor and observe vehicular traffic, conduct traffic stops on vehicles for moving and non moving violations or otherwise being driven in a dangerous or unlawful manner, stop vehicle and investigate circumstances and issue traffic citations or warnings as warranted
- Respond to traffic accidents, attend to injured persons and call for emergency medical assistance. Direct vehicular traffic and citizens at accident scene, conduct interviews with all involved drivers and witnesses to obtain relevant facts and information, gather evidence from the accident scenes, complete crash report
- Observe residential properties for possible criminal activity, checking residential houses for unauthorized entry, searching structures for intruders, and investigating suspicious persons and events
- Respond to robberies, thefts, burglaries, homicides, etc. Attend to injured persons and call for emergency medical assistance, secure the crime scene, control and direct citizens at the scene, conduct interviews with complainants, victims, witnesses and suspects to obtain pertinent facts and information
- Respond to domestic disturbances, calm overly excited or agitated persons; including physically restraining unruly individuals. Conduct interviews with complainants, witnesses and suspects to obtain relevant facts and information and mediate and resolve complaints and disputes
- Make arrests, including subduing suspects with appropriate action and force necessary, placing suspects in temporary restraints, searching vehicles and persons under arrest for weapons and contraband and transporting arrested individuals to detention facility
- Enforce court orders; including serving summons, subpoenas, protective orders and restraining orders, and executing search and arrest warrants
- Provide sworn testimony in court proceedings
- Respond to miscellaneous citizens inquires and requests; such as giving directions, assisting with disabled vehicles, and providing clarification of routine legal requirements
- Prepares thorough, complete and accurate reports of all occurrences and incidents

