

POLICE OFFICER

POLICE

DEFINITION

Under the direction and supervision of a patrol lieutenant and sergeant, provides basic law enforcement services consistent with federal, state and local laws, and Division rules and regulations.

ESSENTIAL JOB FUNCTIONS

- Operates a vehicle in patrolling assigned areas;
- Answers calls for service;
- Enforces state statutes and city ordinances;
- Conducts investigations;
- Protects crime scenes and collects evidence and information;
- Identifies suspects, conducts interviews and interrogations, apprehends and arrest offenders;
- Participates and assists in conducting programs and special assignments;
- Conducts search and seizure;
- Provides emergency assistance;
- Issues citations, warnings, parking tickets and vehicle defects;
- Investigates motor vehicle collisions;
- Performs motor vehicle stops;
- Develops and maintains cooperative interpersonal relationships;
- Prepares reports on arrests made, activities performed and unusual incidents observed;
- Reads work-related documents and materials;
- Testifies and presents evidence in court;
- Mediates conflict;
- Enforces DUI and other alcohol and drug violations;
- Attends in-service training;
- Assists other agencies;
- Monitors suspicious activity;
- Assists Fire Division with rescue calls and traffic control;
- Maintains assigned equipment;
- Communicates well with individuals of different social and economic backgrounds;
- Assists with special events;
- Transports and processes prisoners;
- Serves as Field Training Officer as assigned;
- Performs other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Traffic laws and regulations.
- Criminal law and procedure.
- Apprehension, arrest and custody of suspects.
- Rules of evidence on the seizure and preservation of evidence in traffic and criminal cases.
- Police methods and procedures.
- Defensive tactics and proper use of force.
- Applicable laws, city ordinances and City and Division rules and regulations.

Ability to:

- Ability to reach logical conclusions based on the evidence at hand.
- Gain an understanding what is occurring through use of the senses.
- Read and understand the meaning and intent of written material.
- Perform under pressure and opposition.
- Perform work requiring good physical condition.
- Establish and maintain effective working relationships with peers and supervisors.
- Interact effectively with the public.
- Communicate effectively, both orally and in writing.
- Write clear and accurate reports.
- Exercise sound judgment.
- Make decisions under stress.
- Maintain confidentiality.
- Testify effectively in court.
- Must possess or be able to obtain a valid Nebraska operator's license and basic law enforcement certification.

EQUIPMENT

Vehicle, computer and related software, printer, in-car video recording equipment, mobile and portable radio, cameras, handgun, patrol rifle, baton, audio-visual equipment, mobile radar, preliminary breath testing equipment, Data Master, Taser, window tint meter, flashlight, binoculars, handcuffs, narcotic identification kits, evidence collection equipment, specialty munitions, i.e. less than lethal bean bag rounds, fingerprint materials, OC spray, telephone, night vision equipment, Forward Looking Infrared Radar equipment, first aid equipment, copy machine and general office equipment.

NON ESSENTIAL FUNCTIONS

As assigned

JOB LOCATION

Norfolk Police Division
202 North 7th Street

ENVIRONMENTAL CONDITIONS

	Never	Occasionally	Frequent	Always
EXPOSURE TO WEATHER			X	
EXTREME COLD			X	
EXTREME HEAT			X	
WET AND/OR HUMID			X	
NOISE INTENSITY LEVEL		X		
VIBRATION		X		
ATMOSPHERIC CONDITIONS				X
MOVING MECHANICAL PARTS		X		
ELECTRIC SHOCK		X		
HIGH EXPOSED PLACES		X		
RADIATION		X		
EXPLOSIVES		X		
TOXIC/CAUSTIC CHEMICALS		X		

PHYSICAL DEMANDS

	Never	Occasionally	Frequent	Always
LIFTING		X		
TRANSPORTING			X	
PUSHING		X		
PULLING		X		
CLIMBING		X		
BALANCING		X		
STOOPING		X		
KNEELING		X		
CROUCHING		X		
REACHING			X	
HANDLING				X
FINGERING				X
FEELING				X
TALKING				X
HEARING				X
NEAR ACUITY				X
FAR ACUITY				X
DEPTH PERCEPTION				X
COLOR VISION				X
FIELD OF VISION				X
TASTING/SMELLING		X		

<u>POSITION</u>		<u>CONTROLS</u>		<u>STRENGTH LEVEL</u>	70-100 LBS.
STANDING	30%	HAND-ARM	50%		
WALKING	25%	FOOT-LEG	50%		
SITTING	45%				