

JOB TITLE: Police Officer

DATE: 05-10-17

ORGANIZATION: City of North Plains

DATE: Approved 05/10/2017

DEPARTMENT: Police Department

JOB TITLE: Police Officer

PURPOSE OF POSITION: Perform law enforcement and crime prevention work including discovery, investigation, report preparation and patrol to enforce federal, state and local laws.

ESSENTIAL JOB FUNCTIONS:

Patrol streets, business and residential areas to enforce traffic and criminal laws, and support safe transit by pedestrians and vehicles.

Respond to calls, including major crimes, civil complaints, thefts, assaults, family disputes, etc., and take appropriate actions.

Communicate effectively when interacting with police dispatch, other law enforcement officers and the public, including when exigent circumstances arise.

Maintain written records and prepare investigative and other reports, using appropriate grammar, symbols and mathematical computations.

Testify in court as necessary.

Conduct law enforcement activities including the following critical tasks: protect crime and traffic accident scenes, conduct interviews, record information, measure and diagram crime and traffic accident scenes, prepare detailed reports of investigative findings, seize and process evidence.

Maintain effective working relationship between adjacent law enforcement agencies and department members.

Facilitate the release of appropriate information to other law enforcement agencies, social service agencies, the media and citizens in regards to on-going investigations, department policies, officer safety information, criminal activity, etc.

Participate in public relations programs which may include speaking to citizen and school groups, and public service efforts e.g. Assisting stranded motorists, and fingerprinting, etc.

Operate an emergency vehicle during both the day and night, which in pursuit situations may involve speeds in excess of posted limits while exercising due care and caution.

Load, unload, aim and fire handguns, shotguns, and other agency firearms from a variety of body positions and in situations that justify the use of deadly force.

Adhere to all policies and procedures of the North Plains Police Department.

AUXILIARY JOB FUNCTIONS: Complete a Field Training Evaluation Program. Maintain department-issued equipment. Maintain proficiency by attending training, meetings, reading

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materials, and meeting with others in areas of responsibility.

JOB QUALIFICATION REQUIREMENTS:

MANDATORY REQUIREMENTS:

Officers must meet the same basic requirements as regular police officers including:

- Lateral Transfer
- Current Oregon Public Safety Academy/DPSST Certifications
- Be a minimum of 21 years of age at the time of application.
- Possess a valid driver's license and maintain a good driving record.
- Not have been convicted of any crime or violation classifiable as a Class A misdemeanor or higher.

KNOWLEDGE, SKILLS AND ABILITIES: Equivalent to high school graduation with completion of college level coursework in administration of justice. Skill to operate computer word processing software. Ability to learn police practices and procedures, investigative methods and techniques, federal, state and local laws, firearm use and safety precautions. Ability to establish and maintain effective working relationships with fellow employees and members of other law enforcement agencies.

PHYSICAL DEMANDS OF POSITION: Must be physically fit, with vision acceptably corrected to 20/20. While performing the duties of this position, the employee is frequently required to sit, communicate, reach and manipulate objects, tools or controls. The position requires mobility and the ability to operate a motorized vehicle. Officers perform tasks which require lifting, carrying, or dragging people or objects. Position may require dealing with violent and combative individuals requiring considerable physical effort for an extended period of time. Incumbents must have the ability pursue fleeing subjects on foot on unfamiliar terrain, use bodily force to gain entrance through barriers climb over obstacles and through openings, jump down from elevated surfaces or jump over obstacles and crawl in confined areas.

WORKING CONDITIONS: Work is typically performed outdoors in all weather conditions including extreme cold and heat and rain. Protective clothing and boots including a bullet-proof vest must be worn during each work shift. Work is performed during all hours of the day and night.

SUPERVISION RESPONSIBILITIES: Supervision is not a typical function assigned to this position.

SUPERVISION RECEIVED: Works under the direction of the Chief of Police or his designee. Officers are typically assigned to work a shift independently (eg. no other City police officers on duty.)