

Woods Cross

Job Description



Title:	Police Officer II	Code:	322
Division:	Operations	Effective Date:	7/2019
Department:	Police	Last Revised:	7/2019

GENERAL PURPOSE

Performs a variety of working level technical law enforcement duties related to enforcing the laws, maintaining the peace, security, rendering aid and protecting the citizens of the community.

SUPERVISION RECEIVED

Works under the general supervision of a Sergeant.

SUPERVISION EXERCISED

May provide close to general supervision to less experience officers while in training or on a case-by-case basis.

ESSENTIAL FUNCTIONS

General Law Enforcement Performance Expectations: Performs duties that put life and/or personal safety at risk; performs duties that actively prevent or detect crime and enforce criminal statutes or ordinances of the state of Utah; responds to situations involving threats to public safety, makes emergency decisions affecting the lives and health of others; performs various duties consistent with ensuring and providing community protection.

Patrols an assigned area of the City in a radio/Mobile Data Computer equipped vehicle to preserve law and order; may be assigned to a foot patrol, extra patrol, bicycle patrol, motorcycle or a specialized unit such as SWAT or K-9 Unit; checks businesses/residences, discovering/preventing the commission of crimes; enforces State and municipal laws and city ordinances.

Acts as a "drug recognition expert" and provides expert witness testimony in court; aids other jurisdictions to determine type of drugs and discovered during DUI arrests; may provide advanced medical assistance and care prior to arrival of fire/paramedic personnel; may conduct blood draws pursuant to DUI investigation; determines and may give court testimony related to signs and symptoms of drug impairment.

Enforces all applicable city, state, and federal laws and ordinances by apprehending, citing and arresting violators as appropriate.

Investigates criminal activity, gathers evidence, interviews victims, witnesses and suspects and takes appropriate action to solve case and to bring suspects before proper judicial process; investigates traffic accidents, enforces traffic and parking violations; directs traffic and assists motorists as needed.

Responds to calls for service and renders aid to distressed citizens by maintaining the peace, supplying information, and aiding in assisting the citizens as applicable.

Completes detailed and accurate reports of daily activities, criminal cases, arrests traffic accidents and other cases as appropriate; presents evidence and testimony in court and other hearings as required.

Operates police vehicle and other department equipment in a manner that will maximize its life span and will provide the utmost safety for the officer and the public; maintains visible presence to deter and prevent crime.

Performs foot patrol in the business areas to acquaint themselves with the business community and to make themselves more readily available to the citizens; checks for building security and illegal activity.

Performs ongoing public relations to enhance the image of the department within the community; as assigned, represents the department by speaking at public meetings and schools to educate and inform citizens; presents a professional image in both appearance and demeanor.

Serves warrants, processes, notices, summons and subpoenas and keeps records of disposition.

Performs related duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:

- A. Graduation from high school plus "advanced certification" or equivalent through P.O.S.T.;
AND
- B. Three (3) years' experience as a patrol officer; with one (1) year as a Woods Cross Police Officer.
OR
- C. An equivalent combination of education and experience.

Essential Knowledge, Skills, and Abilities:

Working knowledge of modern law enforcement principles, procedures, techniques and equipment; applicable Federal, State, County, and City laws and ordinances; methods of arrest; practices and procedures for emergency vehicle operation; legal avenues related to investigative procedures and practices; proper use of search warrants and "knock", "no-knock" property entry; legal liabilities associated with arrest and law enforcement; court room procedures and laws of evidence; basic hazmat decal reporting.

Skill in the use of firearms, less-lethal weapons, police vehicle, emergency equipment, intoxilyzers, radar/lidar units, two-way & VHF radio operations, and restraining devices; victim/witness/suspect interviewing methods and tactics.

3. Special Qualifications:

Must possess a valid Utah State driver's license. Must maintain law enforcement certification by completing annual training requirements of P.O.S.T. and the police department.

4. Work Environment:

Tasks require a variety of physical activities periodically involving muscular strain related to walking, standing, stooping, sitting and reaching. Essential functions require talking, hearing and seeing. Mental application utilizes memory for details, emotional stability, discriminating thinking and creative problem solving. Frequent travel required in course of performing portions of job functions. Elements of the job pose various degrees of hazard uncertainty common to law enforcement.

Disclaimer: The above statements describe the general nature, level, and type of work performed by the employee(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions. I acknowledge that I have received this job description and understand that the job description is not intended to and does not imply or create any employment, compensation or contract rights to any person or persons. I am responsible for reading this job description and complying with all job duties, requirements, and responsibilities contained herein, and any subsequent revisions.

Signature _____ Date: _____
(Employee)

Is there anything that would keep you from performing the job duties and requirements as outlined? NO YES, please explain
