

POLICE OFFICER - CERTIFIED

DISTINGUISHING CHARACTERISTICS OF WORK

This is generalized law enforcement and public safety work in the protection of life and property as well as execution of orders issued through the authority of the Chief of Police.

Police Officers perform varied assignments in motorized patrol, traffic control, enforcement and accident investigation, preliminary investigation at a crime scene, serving writs in criminal proceedings and assisting in a public safety education program. Work involves an element of personal danger and incumbents must be able to act without direct supervision and exercise independent judgment in meeting emergencies.

Police Officers may receive special assignments in plain-clothes investigation or other specialized areas.

Routine assignments are received from superior officers who review work methods and results through reports, inspections, and discussions.

EXAMPLES OF DUTIES

- Patrols a designated area of the City in a radio cruiser car to preserve law and order, to prevent and discover the commission of crime, and to enforce traffic regulations;
- Prepares reports, records and maintains daily activity log;
- Answers calls and complaints involving homicide, rape, robbery, burglary, larceny, and any emergencies or disturbances that arise that may require police intervention;
- At scene of crime administers first-aid, conducts preliminary investigations, gathers evidence, obtains witnesses, and makes arrests, testifies as witness in court;
- Investigates cases involving missing persons and juveniles;
- Conducts investigations at the scene of a crime or accident by interviewing victim and witnesses; interrogates suspects; searches, gathers, preserves and correlates evidence; and maintains surveillance of suspected persons;
- Conducts accident investigations providing first-aid for injured and taking safeguards to prevent further accidents; interviews principals and witnesses; takes written statements; examines vehicles and roadways; takes necessary street measurements; clears the scene of obstruction and wreckage;
- Prepares investigative reports and maintains necessary records for presentation in court;
- When assigned to plain-clothes investigation, the police officer would perform follow-up investigations in robberies, burglaries, and larcenies. This would include interviewing witnesses, making supplemental reports and apprehending suspects involved;
- From specialized training in the areas of social, cultural and interpersonal relationships, officer will be called upon to mediate family crisis situations to avoid destructive ends; and
- Field Training Officers have the responsibility for instructing, supervising, and evaluating those novice police officers that have successfully completed their formal academy training, thereby providing them with a period of internship.

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of state statutes, local ordinances and departmental regulations governing search and seizure of property, arrest, and admissibility of evidence;
- Knowledge of the geography of the Metropolitan area and its road network;
- Knowledge of current methods and procedures of law enforcement;
- Knowledge of first aid principles and skill in their application;
- Skill in the use and care of firearms;
- Ability to comprehend and retain knowledge of various fields relative to police function, including but not limited to interrogation, criminal law, laws of arrest, search and seizure, rules of evidence and court procedures;
- Ability to understand and carry out oral and written instructions;
- Ability to cope with situations firmly, courteously, tactfully, impartially, and with respect for the rights of others;
- Ability to analyze situations quickly and objectively, and to determine proper course of action under all types of stress or situations;
- Ability to write and communicate effectively, both orally and in writing;
- Ability to drive a car safely under all types of conditions;
- Good general intelligence and emotional stability; and
- Physical strength and agility, and freedom from serious physical defects as indicated by physical examination so as to meet high physical requirements.

PHYSICAL REQUIREMENTS

- Must have uncorrected vision 20/100 in both eyes, allowing corrected vision of 20/20 one eye, and 20/40 in the other;
- Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public;
- Be able to pass police physical agility entrance tests;
- Be able to stand, run, walk, climb, bend, carry and kneel over rough and unfamiliar terrain, fences and other obstacles for extended periods of time;
- Be able to operate motor vehicle for long periods of time; and
- Be able to subdue persons resisting arrest and/or to move a disabled or combative individual.

MINIMUM TRAINING AND EXPERIENCE

- Must meet one of the following criteria:
 - Have a State of Florida Basic Law Enforcement Certificate of Compliance (active and in good standing) or a Compliance Certificate (Certified Officers from out of state); or
 - Have completed Basic Law Enforcement Training and received “passing” results in all sections of the State Certification exam; or
 - Have a State of Florida Corrections Cross Training Certification (must have been received within one year of closing date; or must currently be working or have worked within the past year with a law enforcement agency) if certificate was received more than one year prior to closing; and
- Must be a citizen of the United States;
- Must be at least 19 years of age (no maximum);
- Must have a high school diploma or its equivalent from an accredited state or private school recognized by the State of Florida Board of Education, or any other State meeting Florida Police Standards requirements;
- Must have a valid driver License from any state provided that a valid Florida driver license is presented to the Professional Compliance Bureau during the background process; and
- Must have Completed a course of basic recruit training approved by the Criminal Justice Standards and Training Commission (CJSTC) and achieved an acceptable score on the officer certification exam.

TO QUALIFY APPLICANTS MUST PASS:

- A written examination;
- A physical fitness test;
- A battery of psychological tests;
- A polygraph examination;
- A thorough background investigation which includes a fingerprint check;
- A medical examination; and
- A Command Staff Review.