



POLICE DEPARTMENT
Full-Time
POLICE OFFICER I
JULY 2018

Salary Range \$39,998 - \$53,730

General Purpose:

This is responsible municipal law enforcement work in the protection of life and property through the enforcement of laws and ordinances. Work involves responsibility for the protection of life and property, prevention of crime, apprehension of criminals, and the enforcement of laws and ordinances in a designated area on an assigned shift. An employee of this class may be assigned to uniform and traffic patrol, criminal investigations, juvenile work, or other specialized activity.

Accountability/Supervision:

Work is performed under the general supervision of a sergeant. Work involves an element of personal danger, and officers must be able to act without direct supervision, and to exercise independent judgment in meeting both routine and complex emergency situations. Work exposes employee to potential for contact with blood-borne pathogens, dangerous people and dangerous situations. Work assignments and instructions are received in general terms from a sergeant who reviews work methods and results through reports, observations and discussions.

Employment Status:

The employee filling this position is a non-exempt position and is "at will".

Essential Job Functions:

1. Patrols a designated area of the city; prevents and discovers commission of crime; apprehends and arrests criminals and offenders; enforces vehicle and traffic laws; makes police presence known in a manner that contributes to deterrence of law violations.
2. Answers calls and radio complaints involving automobile accidents, misdemeanors and felonies; conducts accident investigations and criminal investigations at the scene of crimes; responds to domestic disputes; administers first-aid to persons; gathers evidence; locates and questions witnesses; interrogates suspects; writes citations and makes arrests as required by circumstances; testifies as a witness in court.
3. Establishes traffic control and police protection at incidents that may attract crowds; performs police duties at parades, processions and other police events in assigned area; checks and reports on deficient streetlights, signs, road surfaces, or other facilities that serve the public.

4. Checks doors, windows and examines premises of unoccupied buildings or residences in order to detect any suspicious conditions; gives information and provides assistance to motorists and the public.
5. May conduct follow-up investigations; interview witnesses, victims and others, and takes statements; interrogates suspects; examines records and collects evidence to be used for criminal prosecutions; testifies in court; prepares detailed investigative reports; serves warrants, obtains subpoenas, and makes arrests; conducts surveillance.
6. Completes reports on all activities; prepares cases and reports for court, attorneys and department records; prepares state accident reports and other documentation.
7. Performs animal control duties when the animal control officer is not on duty.

MINIMUM QUALIFICATIONS

Education and Experience:

1. Graduation from high school or equivalent G.E.D. certificate; or any equivalent combination of acceptable education and experience that provides the necessary knowledge, skills, and abilities.
2. Must have successfully completed the State of Utah Peace Officer Standards and Training Academy (POST).
3. Must be 21 years of age.
4. Possess a valid Utah driver license that is in good standing.
5. Maintain a minimum of 40 hours of POST training annually.
6. Must reside in a 15 mile radius of North Ogden City within 90 calendar days of accepting an employment offer.

Knowledge, Skills and Abilities:

1. Knowledge of modern police practices and methods.
2. Knowledge of applicable federal, state, and local laws and ordinances including Laws of arrest.
3. Knowledge of criminal process warrants and papers.
4. Some knowledge of the street layout and geography of the City.
5. Some knowledge of department procedures, rules and regulations.
6. Ability to deal firmly and courteously with the public.

7. Ability to communicate effectively, both orally and in writing.
8. Ability to establish and maintain effective working relationships with others.
9. Ability to use appropriate force to enforce laws and apprehend suspects.
10. Ability to operate various motor vehicles and equipment in a responsible manner at high rates of speed and in adverse weather conditions.
11. Ability to work rotating shifts in all types of weather conditions and under all types of adverse life threatening situations.
12. Ability to use firearms, handcuffs, baton, flashlight, spotlight, radar units and other regular and special police equipment as assigned.
13. Ability to pursue subjects/criminals on foot.
14. Ability to control a resisting arrestee and affect an arrest.
15. Ability to search the interior and exterior of buildings, homes and other structures; climb, walk and run upstairs and on uneven terrain.
16. Ability to maintain required records and to prepare reports.
17. Ability to analyze situations quickly and objectively, and to take proper courses of action.
18. Ability to meet such physical requirements as may be established by competent authority.

Working Conditions:

Functions of the position are often performed in a controlled environment, but subject to all seasonal and weather extremes, and constant travel. Many functions of the work pose high degree of hazard uncertainty. Physical readiness is essential to effective job performance. Various levels of mental application are required, i.e. memory for details, emotional stability, discriminating thinking, creative problem solving. Must have continuous use of motor skills.