

POLICE OFFICER FIRST CLASS

(Promotional Class)

FUNCTION

This level of work in the police department are employees who have completed eighteen months training as a Police Officer. Employees of this class are responsible for the enforcement of the State and Municipal Laws, regulations and ordinances and protection and safe guarding of life and property. Work involves making regular patrols and investigating accidents, crimes, or suspicious activity in accordance with prescribed departmental rules and regulations. Employees are trained in police methods and the use of police equipment. Employees of this class must use independent judgement when faced with an emergency situation. Work is checked by Police Chief through inspection and observation.

EXAMPLES OF WORK

Note: These examples below indicate only the general type of work performed in these positions and are not intended to restrict duties to those listed.

Does patrol work in company with another officer or alone; makes reports to headquarters by radio, and telephone; enforces motor vehicle laws; the State Criminal Code; speeding and parking ordinances; renders informational aid and assistance to motorists and citizens; checks model, make and license number of passing vehicles to regain stolen cars and pick up wanted persons and violators; investigate vehicles illegally abandoned, or under suspicious circumstances.

Directs traffic to reduce and eliminate congested traffic conditions.

Investigates Accidents, keep bystanders out of danger; render first aid; question witnesses and drivers; investigates and prepares reports of accident giving conditions and cause of accident; issue violation tickets; supervise removal of injured persons to hospital and removal of debris to restore traffic; makes arrest and prefer charges; appear in court as a witness; maintains order in crowds and public gatherings; reads assigned material to keep up to date in police work; perform various related duties as assigned or instructed by superior, instructs lower ranking employees in basic police work.

QUALIFICATION REQUIREMENTS

Unless otherwise specified, all requirements listed below must be met before the filing deadline for application for admission to the test.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States.

After offer of promotion, but before beginning work in this class, must pass a medical examination prepared and administered by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties of the position, with or without accommodation.

Must successfully pass civil service examination testing aptitude for beginning work in this class.

Must possess and maintain a valid driver's license.

Must be a regular and permanent employee in the class of Police Officer with at least eighteen (18) months with the department immediately preceding application to the board.

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