

**POLICE OFFICER**

(Competitive Class)

**DISTINGUISHING FEATURES OF CLASS**

This work involves the responsibility for performing routine police work consisting of patrol, traffic regulation, and other. This work may be performed in automobiles or on foot. The entire city or an assigned part thereof is patrolled and irregular conditions and circumstances, suspicious persons, and other activities are investigated. Arrests are made as required by law and other law enforcement activities are performed.

Work of this class is primarily confined to patrol and traffic direction work and requires considerable independent ability and responsibility in emergencies. Employees generally work alone. This class ranks immediately below that of Police Officer First Class.

**EXAMPLES OF WORK**

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

Patrols assigned area on foot or in a radio cruiser car as required.

Reports to headquarters any hazardous conditions found on streets or sidewalks, such as fallen trees, electrical power lines, etc.

Checks parking meters for violations.

Gives special assistance to fire trucks, ambulances, and other emergency vehicles.

Investigates suspicious persons, unusual situations, etc.

Directs traffic to relieve congestion and investigates traffic accidents.

Maintains order in large crowds and gatherings.

Checks bus and railway stations for vagrants, disorderly persons, etc.

Receives and transmits radio messages in radio patrol car.

Escorts parades, funeral processions, and convoys.

Serves subpoenas and executes warrants as directed.

Arrests law violators as required by law.

Escorts prisoners to court and testifies in court when required.

Makes reports on situations encountered while on patrol and writes reports at headquarters.

Does other related work as instructed by superior.

#### **QUALIFICATION REQUIREMENTS**

Unless otherwise specified, all requirements listed below must be met by 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 employment, but before beginning work in this class, must pass a physical examination, the selection and administration of which will be authorized 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 have a high school diploma or a valid certificate of equivalency issued by a state department of education.

Must possess a valid driver's license.

Prior to beginning work in this class, must obtain and maintain a valid Louisiana driver's license.

Must be at least 18 years of age.

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