



Job Title	Patrol Officer
Department	Police
Employment Status	Full-Time Grade 8A \$29.96
Exempt/Nonexempt Status	Nonexempt

Scope of Work

This position, under the general supervision of the Chief of Police or their designee, performs general police duties and is responsible for the enforcement of federal, state, and local laws and the protection of life and property. Police officers interact with the general public on a regular basis to provide educational, investigative, and related police services with the goal of preventing crime, ensuring public safety, and developing positive police-citizen relationships.

Supervision

Reports To Patrol Sergeant

Supervises None

Essential Job Functions

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function to satisfaction.

- Deters the commission of crimes and maintains law and public order by being present and visible within the City, patrols streets and neighborhoods in a police vehicle, on a mountain bike, and/or on foot; apprehends and/or arrests persons who violate statutory law and/or municipal ordinances.
- Monitors radio calls, communicates with radio dispatcher, and responds to complaints, reports of criminal events, requests for law enforcement, and domestic or public disputes, inspects troublesome areas and checks security of business establishments.
- Performs rescue functions at accidents, emergency scenes, and disaster areas.
- Gathers information in criminal investigation, collects and secures evidence, testifies in court, enforces traffic laws and regulations, and other policing duties as appropriate or as directed.
- Engages in public relations and community service activities and events to promote a positive image for the Department and to build cooperative and collaborative relationships with the community; handles citizen complaints.
- Participates in departmental training and maintains physical fitness as mandated.
- Provides effective and efficient customer service and promotes and maintains responsive community relations.
- Must be willing and able to travel to attend training as required by the department
- Follows safe work practices in general and specific to the field of policing.

Other Job Functions

- Performs related duties as assigned.

Requirements of Work

Graduation from high school or general education degree (GED) required; must be 21 years of age; must not have a felony; must successfully complete a probationary period as a Patrol Officer Recruit; must attend and graduate the Police Academy; and must complete the Field Training Program; or any equivalent combination of training and experience which provides the following knowledge, skills and ability:

Knowledge of	<ul style="list-style-type: none"> • Department policies and procedures. • Local ordinances, statutes and laws and their interpretation and application. • Techniques and objectives of modern police administration and procedure. • The permissible use of police powers. • The use and care of weapons.
Skill in	<ul style="list-style-type: none"> • Public relations and the ability to gain and keep the public trust. • The appropriate use of arrest techniques. • Oral and written communications. • Troubleshooting and problem solving.
Ability to	<ul style="list-style-type: none"> • Prepare reports and records necessary for the effective and efficient operation of a municipal police department. • Communicate effectively both orally and in writing. • Work effectively with federal, state, and local jurisdictions and authorities, municipal officials, other City departments, and community and private groups. • Diffuse violent or potentially violent situations, react quickly, and make good decisions under stressful conditions. • Perform physically to apprehend, restrain and/or forcibly arrest suspects when necessary. • Establish and maintain effective working relationships with coworkers, administrators, and the general public.

Necessary Special Requirements

- Valid driver's license.
- Must have the ability, under reasonable conditions, to respond for duty at the Police Department when called upon within 20 minutes.
- Must be able to work shifts, holidays, and weekends.
- Must complete ICS 100, 200, 700 and 800 within first 6 months of employment.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The employee must meet Alaska Police Standards Council physical requirements.
- Work is performed outdoors, in a vehicle, and occasionally in an office setting, occasionally in high and/or precarious place. Hand-eye coordination is necessary to operate computers and various pieces of office equipment. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- While performing the duties of this job, the employee is frequently required to sit, stand, walk, talk and hear; use hands and fingers to handle, feel, or operate objects, tools, or controls and reach with hands and arms. This position requires physical fitness and limited to no impairment of motion.

- The employee is occasionally required to run, climb, balance, stoop, kneel, bend, crouch or crawl, and smell.
- The employee is frequently exposed to dim lighting, wetness and humidity, odors, and occasionally exposed to other adverse conditions including vibrations, noise, dust, extreme cold, and violence. The employee is rarely exposed to extreme heat, toxic or caustic chemicals, explosives, disease, or smoke.
- The employee must occasionally lift and/or move up to 50+ pounds and sometimes move 100+ pounds.