



PATROL OFFICER

STATEMENT: Under general supervision and definite operating procedures, a person in this position patrols the City and responds to calls for service and initiates calls in an effort to detect, stop and apprehend violators of laws and ordinances in order to protect life and property. When on the scene of a violation or disturbance the officer must take the initiative to control the situation, and must exercise considerable judgment in interpreting laws, ordinances, policies and procedures. In general contact with the public, the officer must achieve a balance between enforcement and maintaining good public relations for the police-department. A person in this position does not exercise supervisory controls over other employees.

AUTHORITY AND RESPONSIBILITY: The patrol officer has the responsibility for the protection of life and property, prevention of crime, enforcement of federal, state and local laws and the apprehension of violators of these laws.

DUTIES: The patrol officer duties will consist of the following: Patrol of whatever zone assigned to in the jurisdiction of the City. Detection and apprehension of violators of federal, state and local laws. Case investigation when and where necessary. Perform required traffic assignments and duties. Complete required reports and forms and proper disposition of same. Respond to requests from citizens for police services and related services. Perform public relation duties as required. Adhere to departmental rules, regulations, policies and procedures. Adhere to federal, state and local laws except in the performance of official duties and then only with due care for the safety of others. Perform any and all other duties as required by the Chief of Police or competent authority. Assist any and all other officers as required in the performance of their duties.

KNOWLEDGE, SKILLS AND ABILITIES: Knowledge of departmental rules, regulations, policies and procedures. Knowledge of city geographic. Knowledge of arrest and booking procedures. Knowledge of federal, state and local laws and ordinances. Skilled in the use of firearms as required by law and departmental standards. Skilled in the detection of crime. Ability to work with and for the general public. Ability to exercise good judgment in evaluating situations and making sound decisions. Ability to prepare accurate and concise reports. Ability to observe and remember details of the observation. Ability to perform work requiring a good physical condition. Ability to operate an emergency vehicle or equipment under emergency conditions. Ability to physically and mentally perform all the duties required of all Certified Police Officers of the State of Georgia. Ability to stand for long periods of time. Ability to walk for long periods of time or for great distances. Ability to run without great difficulty as required. Ability to exit or enter vehicles without assistance or difficulty and very rapidly. Ability to hear well enough to understand normal conversation without voices having to be raised or constant repeats. Ability to see properly or correctable to city/departmental requirements. Ability to speak in a normal voice or in a raised voice (yell) if it is necessary. Ability

to use both hands and arms, legs and feet normally or without difficulty. Ability to speak, read, write and comprehend the English language without difficulty.

TRAINING AND EXPERIENCE: High school education or GED. Twenty-one years (21) of age. Pass an Oral Interview Board. Pass a background investigation. Pass a medical exam. Pass a polygraph test. Pass a drug screening. Pass psychological screening.

CERTIFICATION AND/OR LICENSE: Be certified by Georgia Peace Officers Standards and Training Council either prior to employment or immediately after employment. Possess a valid Georgia driver's license.

Pay Grade: \$15.55 - \$26.28

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