



Police Patrol Officer

Salary

\$47,422.80 - \$75,309.72 Annually

Location

CO, CO

Job Type

Full-Time

Department

Police

Job Number

2008-2000

Closing

9/13/2020 11:59 PM Mountain

Descriptive Statement

This Police Patrol Officer is FLSA non-exempt entry-level position under the general supervision of a Police Sergeant. This position exercises a high degree of discretion, trust and confidence performing skilled police work by critical public contact. The duties involve police patrol, criminal investigations, traffic laws / regulations, related criminal law enforcement activities and a wide variety of community services. Employees in this classification work in partnership with the community to identify and resolve issues, to provide public safety to the community, and to maintain peace, safety and order. Employees must exercise considerable judgment, initiative, and skill in a variety of situations and must be able to act without direct supervision in completing work. This position requires employees to work in highly stressful, emergency situations where injury or death of individuals might occur as a result of an error.

This job description is an overview and is intended to describe the general nature and level of work being performed. It is not intended to be an exhaustive list of all the functions and tasks required of the position.

Duties & Responsibilities / ESSENTIAL FUNCTIONS:

- Works varied hours, holidays and weekends
- Performs proactive police patrol functions; responds to calls for service; enforces laws; maintains order; prevents crime; provides miscellaneous services to assist the public; and enforces traffic laws and directs traffic
- Investigates crimes, gathers evidence, interviews people, issues citations and makes arrests, prepares reports and cases for prosecution, and testifies in court
- Observes, listens, analyzes, and assesses problems under varied circumstances; and applies knowledge, reason and good judgment to solve problems and render appropriate decisions
- Interacts effectively with culturally diverse groups and individuals, calms emotional people, and displays superior customer service skills
- Engages in superior communication with a wide variety of people verbally and in writing
- Maintains self-control under stress
- Maintains a level of mental and physical fitness commensurate with the requirements of the position

- Establishes and maintains effective working relationships and functions well as part of a team
- Complies with verbal and written instructions and orders
- Performs in accordance with organizational values, policies, and procedures
- Maintains and completes the required reports, documentation, forms or logs
- Inspects and maintains police related equipment, facilities and uniforms to ensure proper function, use and appearance

IMPORTANT FUNCTIONS:

- May act as Police Sergeant in his or her absence
- May perform duties as assigned, of similar classifications of an equal or lower pay grade

PHYSICAL REQUIREMENTS:

The physical standards an employee must meet in order to perform the essential job duties with or without a reasonable accommodation include:

- Ability to show upper body and core body muscular endurance to lift, carry, push, pull, or otherwise assist incapacitated individuals of approximately 150 pounds (18 ft.); handle other items; defend oneself; take evasive action; and control suspects
- Occasional balancing (1 ft. in height 11 feet), bending, climbing (4 ft. high), crawling (4-6 feet), kneeling, reaching, squatting, standing, and twisting
- Ability to demonstrate explosive leg strength (jumping vertically at least 18 inches)
- Ability to show cardio respiratory and sprinting ability on uneven terrain, up and down stairs and under various conditions to perform essential functions in the community
- Prolonged sitting while driving a patrol vehicle and the ability to sit for long periods of time for preparing writing reports
- Frequent use of visual and auditory acuity for a broad continuum of essential activities including but not limited to detecting hazards, recognizing vehicles and people, reading documents, searching for evidence, and hearing and understanding speech
- Hear and distinguish between multiple levels of sounds, frequencies, tones, and tones of voice
- Speak clearly with good diction and appropriate volume level
- Ability to effectively operate radio, telephone, and computer equipment
- Clear vision and the ability to distinguish between various colors
- The incumbent must be able to communicate with customers and employees by phone or in person, and work with written documents, forms, and to respond to employees/customers
- Frequent light and firm grasp, hand manipulation and handling needed for keyboarding, weapons handling, vehicle operations to include radio operations, and other normal police duties
- Frequent stepping up/down to get in and out of vehicles, trenches and foundations

Knowledge, Skills & Abilities

Must have knowledge of and ability to apply:

- Applicable City, County, State and Federal statutes, regulations, ordinances and codes
- Department policies, practices, techniques, and methods required to perform duties
- The principles and practices of law enforcement
- Appropriate self-defense techniques
- Pueblo City and County streets, locations and landmarks
- Basic grammar and writing skills
- Superior customer service principles and skills

Must have the skill and ability to:

- Meet the intellectual and physical requirements of the position
- Work independently with minimal supervision and exercise good judgment and decision-making
- Skill and ability to communicate effectively and work successfully with superiors, other agencies, City personnel, the general public, and others contacted in the course of work

- Communicate effectively with persons who represent many culturally diverse groups and socioeconomic backgrounds; demonstrate consistency when dealing with people; show personal integrity and sensitivity to other's problems with direct involvement both orally and in writing
- Act in a decisive manner, using good judgment; assess problems and situations in a timely manner; anticipate needs and evaluate alternatives; deal with emergency and stressful situations while avoiding overreaction; demonstrate knowledge of and utilization of appropriate resources and the willingness to initiate the use of available resources with expediency
- Display emotional stability, self-motivation, loyalty and commitment to the Department and to the City of Pueblo; show willingness to take initiative and act in a dependable and mature manner in relationships with others; act as a representative of the Department to other agencies and citizens with a courteous, helpful, accurate and professional demeanor in all radio, telephone, electronic and personal contacts
- Physically protect oneself and others in threatening situations, and the ability to subdue and control individuals as required
- Proficiently use firearms and weapons
- Use and operate assigned equipment, including police computers, radios, radar devices and cameras
- Perform all aspects of the job in a safe manner
- Read and interpret various codes, rules, regulations and laws and to enforce them fairly and impartially
- Accept discipline and constructive criticisms
- Promote an atmosphere that embraces cooperation, a positive attitude, diversity, integrity, trust, respect, and teamwork by being empathetic, caring, patient, enthusiastic, polite and professional
- Work a variety of shifts
- Work for an extended period of time while working in a high stress environment

This position also requires:

- A good driving record and ability to operate a motor vehicle under adverse conditions
- Aptitude for police and investigative work
- Strong communication skills
- Dedication to public safety
- High moral standards and a high degree of integrity
- Emotional stability and ability to deal successfully with an excessive amount of stress

Minimum Qualifications

In addition to the knowledge, skills and abilities listed above, the applicant must:

- Be a U.S. citizen at time of application deadline date
- Be at least 21 years of age at time of application deadline date
- Possess a high school diploma, GED or higher education
- Possess a valid driver's license and obtain a Colorado Driver's license by date of hire
- Successfully pass physical ability and written examination(s)
- Not have been convicted of the following:
 - A felony crime
 - A misdemeanor crime of domestic violence
 - A misdemeanor crime that would affect ability to certify with the Colorado Police Officer Standards and Training (POST) Board
 - Candidates with prior military service in the armed forces must provide, as an attachment to their application, page four (MEMBER-4) of their DD-214, which reflects their Character of Service as General (Under Honorable Conditions) or Honorable. A Colorado P.O.S.T. Certification and higher education is highly desirable

Illegal drug usage, as described below, at the time of application will be cause for disqualification:

- ***Any use of marijuana within 2 years prior to the date of application***
- ***Any usage of any illegal drugs other than marijuana (i.e. heroin, cocaine, LSD, amphetamines, steroids, or other illegal drug as defined in schedules I through V of Section 202 of the Controlled Substances Act) within five (5) years prior to the date of application***

Candidates must also be willing to submit to and successfully pass a post conditional offer drug screen, polygraph, psychological, criminal background check, and comprehensive medical examination designed to measure the candidate's ability to perform the physical requirements of the position.

SPECIAL CONDITIONS OF EMPLOYMENT:

Work is constantly performed outdoors and occasionally indoors with frequent exposure to extreme temperatures and all weather conditions. Work is performed year-round with occasional exposure to wet/humid conditions, loud noise, heavy traffic, and all types of hazardous situations, including threatening people, communicable diseases, hazardous materials, chemicals, etc. Due to the nature of this position, periods of high activity and stress in emergency situations will exist, often after extended periods of sedentary activity, under demanding conditions, along with the handling of dangerous or hostile individuals.

Individual will work 8- or 10-hour varied shifts and will be subject to working nights, weekends, holidays and mandatory overtime.

The successful candidate(s) for this position must be:

- Willing to work any shift, weekends and/or holidays
- Able to successfully pass a physical ability examination
- Able to successfully complete a written examination that is overseen by POST once internal training is received
- Able to qualify with a passing score on the firing range
- Able to pass the stated driving criteria as established by the Pueblo Police Department and POST
- Able to pass an arrest control test as established by the Pueblo Police Department and POST
- In good physical condition, able to make a forceful arrest, and meet medical standards as established by the Pueblo Police Department
- Able to meet attendance and punctuality standards as established by the Pueblo Police Department and the City of Pueblo

Effective October 12, 2017, all Police Patrol Officer candidates must successfully pass a physical ability examination prior to written examination. Should the candidate not pass the physical ability examination within the examination cut off time, they will not be invited to proceed in the recruitment process.

All required licenses and certifications listed above must be maintained throughout the term of employment. Failure to obtain or maintain licenses and certifications in addition to keeping the required knowledge, skills and abilities listed for this position may result in demotion or termination.

WRITTEN EXAM:

The physical ability test and written exam are scheduled for September 28th through September 30th.