



POLICE OFFICER

DEPARTMENT: POLICE
GRADE 81

CHARACTERISTICS OF THE CLASS:

Under general supervision of a Sergeant, performs a wide variety of police and law enforcement activities. Tasks are primarily service oriented and include dispensing information, arbitrating disputes, providing assistance through referrals, property protection, crime prevention, investigative, and other public safety services. Duties include an element of personal danger, exposure to adverse weather conditions, apprehending criminals, directing traffic, and transporting prisoners. Incumbents perform duties in accordance with Florida State Statutes and established departmental policies, procedures, and guidelines. The incumbent must be able to act without close supervision and must be able to exercise independent judgment. Work is reviewed through observation, conferences and review of written reports for results obtained and adherence to established policies and procedures. May be authorized to assume the duties of a Sergeant in their absence.

EXAMPLES OF ESSENTIAL FUNCTIONS:

1. Conducts routine preventative patrol in designated areas of the City; patrols residential/business areas for detection of violators; initiates contacts with both business operators and residents; maintains an open-line of communications within the community.
2. Responds to calls for police service; attempts to resolve domestic disputes, disturbances and other incidents through counseling or referral; settles disputes among neighbors, juveniles, and/or gangs; resolves any and all complaints from citizens of the community.
3. Provides information and/or assistance to the public; answers a wide range of non-police related service calls; informs citizens of available services in the community; promotes crime prevention through community and educational programs; makes presentations to public and local organizations concerning crime prevention and related police matters.
4. Attempts to maintain the peace and safety of the community; responds to public disturbances; maintains civil obedience at group functions.
5. Provides for the safe and convenient flow of traffic and pedestrians within the community; investigates traffic accidents; enforces traffic violations; conducts DUI investigations; promotes vehicular and pedestrian safety; reports unsafe road conditions.
6. Conducts criminal and non-criminal investigations; performs surveillances; conducts follow-up investigations.
7. Enforces laws and arrests lawbreakers; makes felony and misdemeanor arrests; issues Notices to Appear and traffic citations.
8. Prepares written reports, forms, and other documents as required.

9. Testifies in criminal and civil court proceedings; gives depositions.
10. Provides support and assistance to other police officers, public safety employees, and city employees; assists in the training and development of other employees.

NOTE: The examples or essential functions as listed in this classification specification are not necessarily descriptive of any one position in the class. The omission of an essential function of work does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

REQUIREMENTS:

A. Training and Experience:

High School Diploma or GED. Must meet current state training requirements necessary to obtain State of Florida police officer certification.

B. Knowledge, Abilities, and Skills:

Knowledge of federal laws, state statutes, and local ordinances.

Knowledge of the rules, regulations, policies, and procedures of the Pembroke Pines Police Department.

Knowledge of crime prevention techniques.

Knowledge of First Responder and CPR+

Ability to understand and follow oral and written instructions.

Ability to communicate effectively with superiors, subordinates, and the general public.

Ability to analyze situations quickly and objectively.

Ability to determine proper courses of action within the established framework of policies and procedures.

Ability to learn the geography of the City and surrounding areas.

Ability to maintain composure under emergency situations. Ability to work effectively under stressful conditions. Skills in the care and safe operation of a variety of firearms, impact weapons, and chemical agents.

Skills in the operation of motorized vehicles under adverse conditions.

Ability to work shift work.

Ability to develop a working knowledge of departmental rules, regulations, policies, and procedures.

Ability to learn and adapt to changing technologies and practices.

Must possess ability to exercise discretion

- C. **Physical Requirements: 4**
- D. **Environmental Requirements: 2**
- E. **Sensory Requirements: 2,3,4,5,6,7,8,9**