

Job Description: Police Officer I

This is general duty police work on an assigned involving the protection of life and property, enforcement of laws, and investigation of crimes. Work is performed under the supervision of a police officer of a higher rank. The employee has a controlling impact on the prevention of crime within an assigned area. Work requires regular exposure to uncontrolled and /or unpredictable conditions and the frequent exercise of moderate physical effort.

Typical Work Examples:

Patrol a designated area of the town, on foot or in a car, or bike to prevent and discover the commission of crime and to enforce traffic and parking regulations; answers calls and complaints, and taking the necessary police action.

Take proper police action at scene of crimes, administers first aid, gather evidence, locates witnesses and make arrest; appear in court to present evidence and testify against accused of crimes.

Investigate persons suspected of engaging in gambling, illegal sales of drugs, other vice activities; check the operation of taverns, or other places that sell beer and wine for compliance with laws and ordinances.

Ascertain validity of information or secures evidence for the arrest of persons alleged to have committed a crime; searches for preserves evidence; interviews suspects, prisoners, complaints, and witnesses to obtain information about crimes; completes reports automobile accidents.

Knowledge Of: The use, care, safe handling of a firearm. The laws controlling, and the procedures, practices and techniques necessary to police patrol operations. The laws, codes, statutes and regulations concerning criminal activity, especially when they apply to law enforcement operations. The criminal justice system as it applies to law enforcement operations. The techniques, practice and procedures necessary to the effective interaction with the general public, victims, suspects, and officers of other agencies and municipalities.

Ability To: Cope with situations firmly, courteously, tactfully, and with respect for the rights of others. Analyze situations quickly and objectively, and to determine a proper course of action to be taken. Understand and carry out oral and written instructions. Write and speak effectively. Learn clerical procedures connected with police work.

Minimum Requirements

EDUCATION: High School Degree or Equivalent (GED) TRAINING: Must have completed B.L.E.T. at time of hire. PHYSICAL & MEDICAL: Must meet all requirements set forth by NC Training and Standards. Pass a physical and/or psychological examination may be required before