

**CITY OF BARNESVILLE
POSITION DESCRIPTION**

Title: **Police Officer**
Department: Police
Reports to: Chief of Police and/or Sergeant

PRIMARY OBJECTIVE OF POSITION

Performs a variety of work in police patrol, investigation, traffic regulation, associated reporting functions, and related law enforcement activities to protect life, safeguard property, and maintain peace.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

Protects life, safeguards property, and maintains peace and order through the enforcement of laws and ordinances.

Works on rotating shifts performing security patrols, traffic control, investigation, and first aid at accidents and arrests individuals involved in crimes or misconduct.

Works an assigned shift using his/her own judgment in deciding a course of action; expected to handle difficult and emergency situations without assistance.

Maintains normal availability by radio or telephone for assistance with emergencies.

Carries out duties in conformance with Federal, State, County, and City laws and ordinances.

Conducts, and assists in conducting, accident, and criminal investigations.

Patrols city streets, parks, commercial, school, and residential areas to preserve the peace and enforce the law, controls vehicular traffic.

Responds to emergency calls and investigates accidents, robberies, civil disturbances, domestic disputes, fights, drunkenness, missing children, prowlers, abuse of drugs, etc. and takes appropriate law enforcement action; assists other law enforcement agencies.

Undertakes community oriented police work and assists citizens with such matters as locked or stalled vehicles, crime prevention, traffic safety, etc.

Appears in court as required.

OTHER RESPONSIBILITIES

Performs other duties and assumes additional responsibilities as directed by the Chief of Police, Sergeant, and/or City Council to ensure that public safety is maintained.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience

- (A) Two (2) year A.A. or A.S. degree in law enforcement, criminal justice, or closely related field.
- (B) Full time MN Peace Officer Standards and Training (P.O.S.T.) Board Certification or the ability to obtain one prior to employment.
- (C) Any equivalent combination of education and relevant work experience.

Necessary Knowledge, Skills, and Abilities

- (A) Knowledge of modern law enforcement principles, procedures, techniques, and equipment.
- (B) Skill in operating the required tools and equipment.
- (C) Ability to learn applicable laws, ordinances, and department rules and regulations; ability to communicate effectively orally and in writing; ability to establish and maintain effective working relationships with fellow employees and the public as a whole; ability to exercise sound judgment in evaluating situations and in making decisions; ability to learn the City's geography.

SPECIAL REQUIREMENTS

- (A) Must possess a valid driver's license.
- (B) Must be Full time MN POST Board Certified or be able to obtain it prior to employment.

TOOLS AND EQUIPMENT USED

Requires frequent use of police car, police radio, radar gun, handgun and other weapons as required, handcuffs, first aid equipment, personal computer, snares and drums, recording equipment, fingerprinting inks, alcohol sensors, etc.

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT

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

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee occasionally works near moving mechanical parts; around dangerous individuals; in highly precarious places; and with explosives and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and bodily fluids.

Employee must be able to lift and/or move at least 75 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. The noise level in the work environment is usually moderately quiet.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Revised January 2001