

**City of Nashwauk
Police Patrol Officer**

Position Title: Police Patrol Officer

Department/Location: Police Department/Safety Complex

Immediate Supervisor: Police Chief

Position & FLSA Status: Full-time/Non-exempt/Essential

Date of Latest Revision: 8/24/2020 approved 8/10/2021

4/14/2022 approved 5/2/2022

11/22/2023

POSITION SUMMARY:

To provide for public safety by maintaining order, responding to emergencies, protecting people and property, enforcing motor vehicle and criminal laws, as well as enforcing ordinance violations, and promoting good community relations.

ESSENTIAL FUNCTIONS OF POSITION:

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

Patrol Officer

- Identify, pursue, and arrest, forcibly, if necessary, suspects and perpetrators of criminal acts.
- Enforce City ordinance, state, and federal laws.
- Respond to public accidents, domestic disputes, law violations and peace disturbances.
- Exercise independent judgment within legal guidelines, to determine reasonable suspicion to detain, probable cause to search and arrest, and to what measure use of force.
- Carry, use and demonstrate proficiency with all department firearms and equipment.
- Accurately aim and fire hand and shoulder weapons and qualify with same according to POST Board training standards.
- Communicate effectively both in written and verbal forms.
- Be a role model within the community.
- Work with the municipal team to maintain and improve the quality of life within the community
- Promote positive relationships within the department as well as with outside agencies.
- Interview and take statements from all parties involved in an incident.
- Prepare all necessary reports to document criminal acts, statue, or ordinance violations.
- Conduct visual and audio surveillance.
- Respond to emergency calls and relay scene information to appropriate agency dispatchers.
- Direct and reroute traffic in emergency situations.
- Render aid to victims until appropriate emergency response agency is on scene
- Patrol area specified by Police Chief responding promptly to calls for assistance.
- Testify in court to present evidence or act as a witness in traffic and criminal cases.
- Use body force to gain entrance through barriers to search, seize, investigate, and/or rescue.
- Operate both as a member of a team and independently at incidents of uncertain duration advising and assisting department personnel, performing complex tasks during life threatening emergencies.
- Perform duties with the understanding that officer back-up assistance may not be immediately available.
- Inspect public establishments to ensure compliance with rules and regulations.
- Other duties as required or necessary.

QUALIFICATIONS:

- Knowledge of the principles and practices of modern police administration and police methods.
- Knowledge of state statute and codes, federal guidelines and protocols, and local ordinances relating to law enforcement.
- Skilled use of firearms and police equipment.
- Proficient in use of computers with standard office software and law enforcement specific programs
- Accurately assess the potential consequences of alternative courses of action and selects the one the most appropriate.
- Ability to recognize potentially dangerous situations and to act decisively to protect persons and property from harm.
- Prepare concise and accurate reports.
- Create and maintain effective working relationships with subordinates, city officials, department heads, state and federal authorities and civic leaders.
- Deal effectively with the public and provide appropriate referrals to other social service agencies.
- Work under physically and emotionally stressful situations as a team or independently.
- Be on call to meet police emergencies.
- Valid Class D Driver's License

MINIMUM REQUIREMENTS:

- High school diploma
- AAS Degree in Law Enforcement or equivalent training
- Possess a valid Minnesota Peace Officer License or eligible to be licensed

PHYSICAL EXERTION/ENVIRONMENTAL CONDITIONS:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable a person with disabilities to perform the essential job functions.

Essential functions of the Patrol Officer position may require maintaining physical condition necessary for sufficient mobility to work in law enforcement; restrain or subdue suspects; walk, stand, sit or run for prolonged periods of time often under highly stressful conditions; occasional stoop, bend, kneel, crouch, reach and twist; occasional climb and balance; regularly push, pull, lift and carry light to moderate weights; wear a police utility belt; operate law enforcement equipment such as law enforcement vehicle, firearms, Taser, handcuffs, and impact weapons; operate general office equipment such as computers; see in the normal range with or without correction; hear in the normal audio range with or without correction; requires a sense of touch and finger dexterity and gripping with hands and fingers.

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