

**CITY OF CARLSBAD
CLASS SPECIFICATION**

JOB TITLE: POLICE OFFICER

DEPARTMENT: POLICE

BASIC FUNCTION:

Under general supervision, to perform law enforcement and crime prevention work; to control traffic flow and enforce state and local traffic regulations; to perform investigative work; and to do related work as assigned.

KEY RESPONSIBILITIES:

Patrol City in radio car or on foot; answer calls for the protection of Life and property, and the enforcement of City, county, and state laws; may conduct both preliminary and follow-up investigations of disturbances, prowlers, burglaries, thefts, holdups, vehicle accidents, death, and other criminal incidents.

Make arrests as necessary; interview victims, complainants, and witnesses; interrogate suspects; gather and preserve evidence; testify and present evidence in court.

Contact and cooperate with other law enforcement agencies in matters relating to the Investigation of crimes and the apprehension of offenders.

Prepare reports of arrests made, investigations conducted, and unusual incidents observed.

Serve warrants and subpoenas.

While on patrol, stop drivers who are operating vehicles in violation of laws; warn drivers against unlawful practices; issue citations and make arrests as necessary. Check buildings for physical security. Receive, search, book, fingerprint, and transport prisoners. Direct traffic at fire, special events, and other emergency or congested situations.

Administer first aid in emergency situations.

As assigned by the Police Chief, participate as an investigative officer in a comprehensive program involving Juvenile delinquency and the investigation of alternative methods for handling Juveniles in the criminal Justice system.

Maintain contact with citizens regarding potential law enforcement problems and preserve good relationships with the general public.

QUALIFICATIONS:

Ability to:

Observe accurately and remember names, faces, numbers, incidents and places.

Use and care for firearms.

Think and act quickly in emergencies, and judge situations and people accurately.

Learn, understand, and interpret laws and regulations.

Prepare accurate and grammatically correct written reports.

Learn standard broadcasting procedures of a police radio system.

Establish and maintain cooperative working relationships with those contacted in the course of work.

Understand and carry out oral and written directions.

Meet standards of physical stature, endurance, and agility established by the City.

EXPERIENCE AND EDUCATION:

Any combination equivalent to experience and education that could likely provide the required abilities is qualifying. A typical way to obtain these abilities would be graduation from high school or equivalent.

SPECIAL REQUIREMENT:

Must meet the standards established for peace officers as defined by California Government Code Section 1031.

Possession of an appropriate California Driver's License.

Obtain a Peace Officers Standards and Training Basic Certificate.

As a condition of continued employment shall satisfactorily complete an annual physical fitness program which will include physical agility and medical testing authorized by the City Council and prescribed by the City Manager.