

City of Somerton

Job Description: Police Officer (Lateral In-State/Out of State)

Hourly Salary Range: \$19.06 – \$26.70 (DOE)

Under basic supervision, works with Somerton Police Department (SPD) Officers and learns to provide responsive police services; patrols, investigates, responds to calls for service, enforces laws, prevents crimes, and educates citizens according to area of assignment.

ESSENTIAL FUNCTIONS: -- *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. This is not a comprehensive listing of all functions and duties performed by incumbents of this class; employees may be assigned duties which are not listed below; reasonable accommodations will be made as required. The job description does not constitute an employment agreement and is subject to change at any time by the employer. Essential duties and responsibilities may include, but are not limited to, the following:*

- Enforces state and Federal laws, and City codes, according to consistently applied SPD policies, procedures and regulations; duties will vary according to job assignment.
- Assists in patrolling the City to preserve law and order, deter and detect criminal activity, enforce laws and regulations, respond to citizen requests for assistance, reduce fear, apprehend violators, and provide public safety.
- Provides security and a safe environment for the community; looks for unusual and suspicious activities and persons; responds to calls for service; interrogates and communicates with victims, witnesses and suspects; provides scene security and protection for emergency services and other agency personnel.
- Answers calls and complaints; provides community-oriented police services to improve and enhance the quality of life in the community; treats citizens with courtesy and respect.
- Investigates crimes and accidents; administers first aid, secures crime and accident scenes, conducts preliminary investigations, and identifies and preserves evidence.
- Arrests law violators, and processes suspects, victims and prisoners; collects evidence and personal property, maintains proper records and chain of custody documentation, and testifies in court.
- Completes detailed reports and required paperwork; serves warrants and court documents.
- Cross-trains in a wide variety of law enforcement skills and disciplines.
- Maintains the integrity, professionalism, values and goals of the Police Department by assuring that all rules and regulations are followed, and that accountability and public trust are preserved.
- Supports the relationship between the City of Somerton and the general public by demonstrating courteous and cooperative behavior when interacting with citizens, visitors, and City staff; promotes the City goals and priorities and complies with all City policies and procedures.
- Maintains absolute confidentiality of work-related issues and City information; performs other duties as required or assigned.

MINIMUM QUALIFICATIONS

Education, Training and Experience Guidelines

High School Diploma or GED equivalent; AND completion of training and Peace Officer certification with the Arizona Peace Officer Standards and Training (POST) Board. Must be 21 years of age and be a U.S. citizen. Must successfully pass a comprehensive background investigation including a polygraph and meet the minimum POST standards for medical examinations and physical ability.

Knowledge of:

- City organization, operations, policies and procedures.
- State of Arizona criminal and civil statutes, rules, administrative orders, policies and procedures, and applicable Federal rules and regulations.
- Duties, powers, authorities and limitations of a Police Officer.
- Arizona criminal justice and court procedures, and justice agency records management requirements.
- Modern law enforcement methods and procedures.
- Procedures and protocols for observation of critical details.
- Community Policing techniques, procedures and applications.
- Principles of crime scene management, and the operation of specialized technical equipment.
- Geography, roads, and landmarks of City and surrounding areas.
- Local community issues and regional community resources available to citizens.

Skill in:

- Using initiative, discretion and judgment within established procedural guidelines.
- Working under stressful conditions and emergency situations.
- Evaluating facts and evidence, drawing logical conclusions and making proper recommendations.
- Learning to exercise controlled discretion, communicate with violators, recognize suspicious behavior patterns, mediate difficult situations, and use effective arrest & control techniques.
- Remaining alert at all times and reacting quickly and calmly in emergency situations.
- Operating motor vehicles and special police equipment during emergency situations.
- Following SPD procedures when chasing, arresting, and transporting criminals and suspects.
- Learning to solicit information from emotional and angry individuals.
- Learning to investigate, interrogate and interview suspects to deter, stop and resolve criminal activities.
- The care, maintenance and safe operation of a variety of law enforcement tools and equipment.
- Managing situations requiring diplomacy, fairness, firmness and sound judgment.
- Interacting with people of different social, economic, and ethnic backgrounds.
- Following and communicating verbal and written instructions.
- Working as a team member.
- Operating a personal computer utilizing standard and specialized software.

LICENSE AND CERTIFICATION REQUIREMENTS

A valid Arizona State Driver's License is required. Must maintain Peace Officer certification with the Arizona Peace Officer Standards and Training (POST) Board. Additional technical training and certifications may be required.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

Work is performed in a standard office environment, and in the field on tactical assignments; may be exposed to physical attacks, hazardous chemicals, infectious and communicable diseases; required to capture and physically restrain persons; must maintain a level of physical fitness to meet SPD standards. This job is classified as Safety Sensitive, and subject to Federal and state regulations.

TO APPLY FOR THIS POSTION:

Applications are available at City Hall, 143 N. State Avenue, Somerton, Arizona, Monday through Friday from 8:00 a.m. to 5:00 p.m. or at this link:

<http://www.cityofsomerton.com/> In addition to the city application, an AZ POST application is required at the time of application, this application is available at: https://post.az.gov/sites/default/files/content/PH_Form_Sept%202015_fillable.pdf

Applications can be mailed to City of Somerton, Attention: Somerton Police Department, PO Box 477, Somerton, AZ 85350 or emailed to Captain S. Leske at <mailto:shaneleske@somertonaz.gov>

EOE/AAV/H.

Revised: December 2018