

**Title:** Police Officer  
**PG:** 49  
**Status:** Non-Civil Service  
**Position Reports to:** Sergeant  
**Department:** Police

**Class Code:** 4009  
**Date:** 02/08

### **GENERAL DESCRIPTION OF CLASS:**

This is responsible Police work in the protection of life and property through the enforcement of laws and ordinances. Work involves the responsibility for prevention, detection and investigation of crimes and for maintaining law and order. Duties also consist of patrolling an assigned area, traffic regulation and direction and involvement in accident, criminal and other types of investigations. Duties may entail special assignments. Work involves an element of personal danger and may be performed in an automobile, on a motorcycle or on foot during an assigned shift. Assignments are received from superior officers and are carried out under established policies and procedures. Employees in this class must exercise considerable judgment and skill in their handling of emergencies. Performance is reviewed through conferences, handwritten and computer written reports inspections and observations by superiors.

### **ESSENTIAL FUNCTIONS:**

1. Patrols a designated area of the City to preserve law and order, to prevent and detect the commission of crime and to enforce traffic regulations.
2. Responds to calls and complaints involving traffic accidents, misdemeanors, felonies, and property crimes, crimes against persons and disputes and takes necessary police action.
3. Serves warrants and makes arrests.
4. Conducts investigations at crime scenes; gathers evidence; locates and questions witnesses; take detailed statements from witnesses and suspects; testifies as a witness in court proceedings.
5. Investigates traffic accidents and administers first aid.
6. Investigates sex crimes, vice and narcotic incidents and files cases with State Attorney's Office.
7. Gives talks before school and community groups on juvenile delinquency, crime prevention, or other topics related to law enforcement.
8. Demonstrates proficiency in the use and care of firearms.
9. Supports and implements the community oriented policing concept.
10. Prepares written police reports, memorandums, and other correspondence.
11. Enforces State, Federal and local laws and ordinances.

### **ADDITIONAL RESPONSIBILITIES:**

1. Performs related work as required.
2. May serve as Police Sergeant when assigned.

### **KNOWLEDGE, SKILLS & ABILITIES:**

1. Extensive knowledge of First Responder First Aid.
2. Thorough knowledge of federal, state and local laws and ordinances rules of evidence and laws regarding search and seizure.
3. Knowledge of departmental policies, rules and regulations.
4. Knowledge of principles, practices and equipment used in police work.
5. Knowledge of the city's geography.
6. Skill in the use of firearms and other police equipment.
7. Ability to give chase on foot in the course of law enforcement/criminal apprehension activities.
8. Ability to develop and maintain effective working relationships with the general public, other public agencies, the media, City officials and between bureaus, divisions and units of the Police Department.
9. Ability to physically restrain persons in the course of law enforcement activities.

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10. Ability to use a variety of communications skills to interact formally and informally with various community and ethnic groups.
11. Ability to use special techniques to establish and maintain professional contact with juveniles.
12. Ability to lift and/or move heavy objects or persons in the course of rescue activities.
13. Ability to work in conditions which are disagreeable in respect to exposure to the elements, exposure to hazardous materials or equipment, with the threat of bodily harm.

**WORKING ENVIRONMENT/CONDITIONS:**

Requires active work that involves walking, running and standing most of the time, exerting up to 100 pounds of force on a recurring basis, and routine keyboard operations.

The job risks exposure to pathogens, extreme hot/cold temperatures, diverse weather conditions, heights, violence, dusts, pollens, traffic, and electricity.

The job requires normal visual acuity, and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

**QUALIFICATIONS (EDUCATION, TRAINING, AND EXPERIENCE):**

1. 30 semester credit hours or 48 quarter hours from an accredited college or university OR Three (3) years Law Enforcement experience with another agency the size of Lakeland Police Department or three (3) years military experience.

**SPECIAL REQUIREMENTS:**

1. Must possess a valid state of Florida driver's license.
2. Must maintain a valid home telephone number.
3. Applicants must meet all requirements established by the Florida Criminal Justice Standards and Training Commission. Applicants must also possess a current state of Florida police officer certification or meet Commission Comparable Compliance. The requirements are enumerated in F.S. 943.13.
4. Applicants will be required to pass an extensive background investigation which includes, but is not limited to, a polygraph exam, physical agility test, drug screening examination, physical exam, psychological testing, credit checks, etc., prior to being offered employment as a Lakeland Police Officer.

**NOTICE:** All education and/or experience requirement must be fully met. Consideration for exception will only be given to recruits who display exemplary law enforcement experience or other circumstances. Exceptions to any requirements will be at the sole discretion of the Chief of Police.