

3.05 Police Officer - Patrol

REVISED: July 12, 2006

POSITION SUMMARY: Under the immediate direction of a Patrol Supervisor, a patrol officer is responsible for maintaining law and order, investigating crimes and non-criminal regulatory violations, protecting life and property, and the protection of guarantees established by the Constitution of the United States of America, the Constitution of the State of Ohio and the Charter of Delhi Township, Ohio. Officers are responsible to perform all related tasks, as required, in fulfilling their duties and responsibilities.

POSITION FACTS:

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| Type | <input type="checkbox"/> Temporary | <input checked="" type="checkbox"/> Full Time | <input type="checkbox"/> Part Time | <input type="checkbox"/> Seasonal |
| Classification | <input type="checkbox"/> Salaried/Exempt | <input checked="" type="checkbox"/> Hourly/Non-Exempt | <input type="checkbox"/> Contractual | |
| Weekend work required | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | | |
| Shift work required | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | | |
| Overtime | <input type="checkbox"/> Possibly required | <input type="checkbox"/> Not required | <input checked="" type="checkbox"/> Required | |
| Covered by Collective Bargaining Agreement | <input checked="" type="checkbox"/> Yes | | <input type="checkbox"/> No | |

If yes, applicable contract: Fraternal Order of Police - Officers Unit

RELATIONSHIPS AND CONTACTS: This position requires creating and maintaining a positive relationship with fellow police department employees, township residents, business owners and the general public. A patrol officer works under the direct supervision of the corporal and sergeant on duty, as well as the department's lieutenant and the Chief of Police.

LOCATION OF THE JOB AND PHYSICAL REQUIREMENTS: This position requires thorough knowledge of police and office equipment, including: radios, radar, breathalyzer, video equipment, and firearms. Work sites include: police headquarters, township buildings and property, and other areas inside and outside Delhi Township. Requires the physical ability necessary to apprehend suspects (fleeing or otherwise offering resistance), fire a weapon, utilize self-defense techniques, and work other than normal hours.

ESSENTIAL DUTIES/RESPONSIBILITIES:

1. Circulates throughout assigned patrol area to maintain law and order.
2. Responds promptly to reports of crimes and citizen complaints.
3. Interviews witnesses and victims of crimes, accidents and disturbances.
4. Apprehend persons violating the statutes of the State of Ohio and the resolutions of Delhi Township, Ohio.
5. Controls crowds at public events, demonstrations and gatherings.
6. Records all pertinent data on all criminal reports and accident reports.
7. Transports and cares for the welfare of prisoners.

8. Follows all department directives, regulations, procedures and administrative memoranda as required.
9. Follows-up on all previously reported crimes and accidents as required, properly recording all required data.
10. Maintains proficiency with assigned equipment, including but not limited to firearms.

ADDITIONAL DUTIES/RESPONSIBILITIES:

1. Performs all other tasks as assigned by supervisors and other senior officers accurately, efficiently, timely and completely.
2. Knowledge of criminal law, investigation and crime prevention methods.
3. Knowledge of rules of evidence and of laws governing search and seizure.
4. Knowledge of the rules and regulations of the police department.
5. Ability to develop and maintain effective working relationships with associates and general public.
6. Ability to operate effectively under pressure.
7. Follows-up and serves all lawfully executed warrants and processes, including subpoenas.

MINIMUM QUALIFICATIONS: Must possess and retain a valid driver's license and be insurable through Delhi Township's insurance carrier. Must have graduated from a standard high school or the equivalent. Must possess an associate degree or honorable discharge from military services after full time active duty. Must have clear and concise communication abilities, both written and oral. Must be able to hear, comprehend and react to oral instructions. Successful completion of the Ohio Peace Officers' Training Program is required and must maintain all State of Ohio continual training requirements. His/her professional and personal conduct shall, at all times, maintain the tenets of his/her oath of office.