

VILLAGE OF SOMERSET

Job Description

Patrol Officer

General Statement of Duties: Performs general duty police work connected with the maintenance of public safety through the enforcement of federal, state, county, and local laws; does related work as required; exhibits a positive attitude.

Distinguishing Features of the Class: The officer in this class performs a wide variety of duties connected with general patrol work, including investigation, enforcement and the provision of various types of assistance. Assigned duties are performed in accordance with departmental rules and regulations. Assignments and specific instructions are received from a supervising officer. However, police officers are required to exercise initiative and judgment when face with emergency situations.

Essential Job Functions:

- Communicate effectively and coherently over law enforcement radio channels while initiating and responding to radio communications.
- Gather information in criminal investigations by interviewing and obtaining the statements of victims, witnesses, suspects, and confidential informers.
- Pursue fleeing suspects and perform rescue operations which may involve quickly entering and exiting law enforcement patrol vehicle; lifting, caring, and dragging heavy objects; jumping down from elevated surfaces; climbing through openings; jumping over obstacles, ditches, and streams; crawling in confined areas; balancing on uneven or narrow surfaces; and using body force to gain entrance through barriers.
- Load, unload, aim, and fire handguns, shotguns, and other agency firearms from a variety of body positions under conditions of stress that justify the use of deadly force and at levels of proficiency prescribed in certification standards.
- Conduct searches of people, vehicles, buildings, and large outdoor areas which may involve feeling and detecting objects, walking for long periods of time, detaining people and stopping suspicious vehicles and persons.
- Conduct visual and audio surveillance for extended periods of time.
- Engage in law enforcement patrol functions that include such things as working rotating shifts, walking on foot patrol and physically checking the doors and windows of buildings to ensure they are secure.
- Effectively communicate with people, including juveniles, by giving information and directions, mediating disputes and advising of rights and processes.
- Demonstrating communication skills in court and other formal settings.

- Detect and collect evidence and substances that provide the basis of criminal offenses and infractions which indicate the presence of dangerous conditions.
- Endure verbal and mental abuse when confronted with hostile views and opinions of suspects and other people encountered in an antagonistic environment.
- Perform rescue functions at accidents, emergencies and disasters to include directing traffic for long periods of time, administering emergency medical aid, lifting, dragging, and carrying people from particular areas.
- Process and transport prisoners and committed mental patients using handcuffs and other appropriate restraints.
- Put on and operate a gas mask in situations where chemical munitions are being deployed.
- Extinguish small fires by using a fire extinguisher and other appropriate means.
- Read and comprehend legal and non-legal documents, including the preparation and processing of such documents as citations, affidavits, and warrants.
- Process arrested suspects to include taking their photographs and obtaining a legible set of inked fingerprint impressions.
- Maintain and use efficiently all department issued equipment (i.e. weapon, vehicle, and uniform) in a clean and functional fashion.
- Perform related work.

Required Knowledge, Skills, and Abilities: Good knowledge of the principles and practices of police work; good knowledge of laws and ordinances governing local law enforcement; good knowledge of first aid; ability to establish and maintain effective working relationships with other department personnel and the general public; ability to think clearly in high stress and emergency situations; good professional judgment; integrity; tact.

Required Experience and Training: In the State of Wisconsin, a police officer must be certified as established by the Law Enforcement Standards Board for the State of Wisconsin (in accordance with the collective bargaining agreement).

Personal Characteristics: Since law enforcement officers are required to enforce the law and they are exposed to certain temptations to show favoritism, corruption, or characteristics of honesty, reliability, impartiality, ability to manage personal finances, interpersonal skills and integrity.

Additional Requirements: Possess a valid Wisconsin driver's license

Effect an arrest, forcibly if necessary, using handcuffs and other restraints; subdue resisting suspects using maneuvers and weapons.

Prepare investigative and other reports, including sketches, using appropriate grammar, symbols, and mathematical computations.

Exercise independent judgment in determining when there is reasonable suspicion to detain, when probable cause exists to search and arrest, and when force may be used and to what degree.

Operate a law enforcement vehicle during daytime or nighttime, in emergency situations involving speeds in excess of posted limits, in congested traffic and on unsafe road conditions caused by factors such as fog, smoke, rain, ice, snow.