



Patrol Officer

Class Code:
15008

Bargaining Unit: Patrol

CITY OF RAMSEY
Established Date: Aug 4, 2017
Revision Date: Feb 14, 2019

Job Description

SALARY RANGE

\$26.52 Hourly

PRIMARY OBJECTIVE OF POSITION:

Patrol Officers perform responsible police work involving the protection and safety of the community through prevention and control of crime, maintaining or restoring public order, investigating crime, regulating traffic, enforcing laws, and providing emergency services; as well as other related duties as required.

This is an LELS Union position

MINIMUM QUALIFICATIONS:

- Must possess an Associate's degree in Criminal Justice, Law Enforcement or equivalent qualifications meeting the State of Minnesota's requirements to become an Officer
- Must be P.O.S.T. full-time licensed or eligible to be P.O.S.T. full-time licensed by March 1, 2019
- Must possess a valid driver's license
- Must be available and satisfactorily pass our physical agility test (Sunday, March 24, 2019)
- Must satisfactorily pass a criminal history investigation
- Must satisfactorily pass a psychological examination
- Must satisfactorily pass a physical examination and drug screen

RESPONSIBILITIES:

- Patrol Duties
- Traffic Law Enforcement
- Crime Scenes
- Prosecutor Assistance
- Equipment
- Compile Reports

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of police procedures and techniques including operation of police vehicles, radios, radar, computers, and related equipment
- Knowledge of federal, state, and local laws, and of department rules and regulations
- Skilled in handling and discharging firearms with accuracy and in a safe manner
- Skilled in driving a motor vehicle, sometimes under adverse conditions and at high speeds
- Ability to communicate effectively in English; this includes speaking, reading, writing, and comprehending
- Ability to independently assess situations and determine appropriate action and to respond quickly and appropriately to crises and emergency situations
- Ability to cope with situations firmly, courteously, tactfully, and with respect to citizens' rights
- Ability to see, hear, and remember people, facts and circumstances
- Ability to communicate effectively and tactfully with others to maintain order, including dealing with difficult or violent people
- Ability to maintain confidentiality, prioritize duties, and work independently without direct supervision

JOB ACTIVITY REQUIREMENTS:

The following are the physical activities that are associated with this position:

- Standing
- Sitting
- Walking
- Lifting
- Pushing/Pulling
- Carrying
- Climbing
- Kneeling
- Crawling
- Crouching
- Bending at waist

- Reaching
- Handling Objects
- Repetitive Hand Motion
- Stationary desk or bench work

This job requires employees to be able to lift and carry up to 100 pounds.

The following are the working conditions of this position:

- Working Outdoors
- Working Indoors
- Operating motor vehicles
- Working with chemicals
- Working near fumes and vapors
- Driving a City vehicle or personal vehicle
- Driving is an essential function of this job