****

|  |  |  |
| --- | --- | --- |
| **Police Officer ll** | | |
| **Job Description**  (last updated: 5/2021) | | |
| **Department:** | Public Safety | |
| **Position Reports to:** | A Police Sergeant, under the direction of the Division Lieutenant and the Chief of Police. |  |
| **Pay Grade:** | 16 | |
| **Employment Type:** | Full-time | |
| **Exempt/Nonexempt:** | Non-exempt | |
| **Description:** | Under the direction of the Watch Commander, a Police Officer performs duties that lead to the preservation of public peace, protection of life and property, apprehension of violators of the law, enforcement of the law, traffic control and public education or training pertaining to law enforcement. Police Officers may be assigned to any Division or position in the Department | |
| **Duties:** | A Police Officer II must perform the following essential functions:  A Police Officer II must perform all duties and fulfill all responsibilities of a Police Officer I  A Police Officer II acts as the watch commander or shift supervisor in the absence of a higher ranking officer  A Police Officer II may conduct training, as assigned, and may act as Field Training Officers for newly hired officers. As such, Police Officer II’s shall teach, train, and evaluate new officers in the standard procedures of the department; and in knowledge of law, and law enforcement procedures, as directed by his or her supervisors and by department policy.  Police Officer II’s may make recommendations through their Sergeants, in regard to procedures, equipment, training and other needs of the Department.  A Police Officer II shall perform other duties as shall be assigned by higher competent authority.  Police Officer II’s shall support the ranking officers in their lawful and proper orders, and shall encourage fellow officers and subordinates to obey the policies and procedures of the department, both by instruction and example.  Because of their experience and training, Police Officer II’s shall work to improve the Department’s service to and image in the community, and to set an example of exemplary police work and conduct.  A Police Officer II shall follow Incident Command Protocols and take the lead at crime scenes when appropriate, as well as whenever instructed to do so by a higher ranking officer  Police Officer II’s shall maintain the highest degree of professionalism attainable, in accordance with the Code of Ethics and the department’s Mission Statement. | |
|  | Perform other duties as shall be assigned by higher competent authority or ranking officers | |
| **Qualifications:** | * + Have a minimum of three years experience as a full time law enforcement officer.   + Have successfully completed the POST advanced officer course, or equivalent training and experience approved by Springville Police Department.   + Have completed a minimum of 32 hours of specialized training in a single subject approved by Springville Police Department.   + Must not be the recipient of any written reprimand or formal disciplinary action within the past 18 months.     SKILLS, KNOWLEDGE AND ABILITIES  Police Officer II’s are expected to work with their supervisors to receive the necessary training, education and experience to improve and develop skills, knowledge and abilities which will enhance their personal performance and careers.   * + They must be able to take command of incident scenes and direct employees in a professional, efficient and appropriate manner until relieved by a higher ranking officer.   + A Police Officer II is expected to have and develop good communication skills, both within the Department and in the community.   + They are expected to promote a good working relationship with coworkers and with the community, including citizens, businesses and visitors to Springville.   + Police Officer II’s may be called upon to address the public in meetings, lectures or other programs, and must maintain the ability and skill necessary to do so effectively. Police Officer II’s are also expected to maintain a high level of knowledge and competency in the laws and in investigative and enforcement techniques.   + Police Officer II’s must have the ability to both perform and to instruct subordinates in the proper collection of evidence, in interview techniques, and in all other facets of police work. | |
| **Physical Demands:** | Unless otherwise exempted, Police Officers are required to meet all standards set forth by the Department, including General Orders Section 5-4-1, Physical Fitness. | |
|  |  | |