



<b>Job Description</b>	
<b>Job Title</b>	<b>Patrolman</b> <span style="float: right;">Classification Code: <b>100-12</b></span>
<b>Department</b>	Police Department
<b>Salary</b>	\$13.45 to \$17.75 hourly
<b>Work Schedule</b>	Varies
<b>Hours of Work</b>	Varies
<b>Direct Supervisor</b>	Chief of Police
<b>Status</b>	Part-time/20 to 26 hours a week
<b>Position Summary</b>	Works both independently and cooperatively to provide pro-active police protection, crime prevention and traffic enforcement consistent with City policing objectives.
<b>Responsibilities, Tasks &amp; Duties</b>	<ul style="list-style-type: none"> <li>Protects life and property through the enforcement of ordinances, laws and regulations.</li> <li>Proactively patrols assigned areas.</li> <li>Conducts preliminary &amp; follow-up criminal and traffic investigations.</li> <li>Prepares written reports and field notes of investigations and patrol activities.</li> <li>Arrests and processes detainees.</li> <li>Testifies in Court.</li> </ul>
<b>Education/Work Experience</b>	<p><b>Required:</b></p> <ul style="list-style-type: none"> <li>Valid Missouri Driver's License</li> <li>Must possess full-authority peace officer certification as specified by Chapter 590, RSMo. as a condition of employment.</li> <li>Basic knowledge of law and traffic enforcement procedures and techniques.</li> <li>Knowledge and understanding of court procedures and rules of evidence.</li> <li>Skill in use of firearms and proficient in firearms safety.</li> <li>Ability to analyze, evaluate and organize information for the preparation of clear and objective investigative reports. Must be able to communicate clearly and concisely, both orally and written.</li> </ul> <p><b>Preferred:</b></p> <ul style="list-style-type: none"> <li>Bachelor's Degree in Criminal Justice or related field.</li> <li>1-3 years' in law enforcement and traffic enforcement.</li> <li>Knowledge of the rules and regulations of all offered athletic programs</li> </ul>
<b>Physical Requirements</b>	<ul style="list-style-type: none"> <li>Ability to stand for long periods of time.</li> <li>Ability to move safely over uneven terrain.</li> <li>Ability to work in extreme weather.</li> <li>Ability to carry between 25 to 60 pounds of duty gear for entire shift.</li> <li>Ability to defend self and subdue suspects, as necessary.</li> </ul>
<b>Other</b>	Must live within 30 minutes response time to City limits.
<i>This job description is not intended to be all-inclusive. Employees may be expected to perform other duties as necessary for the effective operation of their department and the City. In addition, employees may be required to work additional or varying hours and typical or non-typical duties during emergency or similar situations.</i>	
<b>Print Employee's Name</b>	
<b>Employee Signature:</b>	<b>Date:</b>