

2240

03/94

CITY OF RIVERSIDE
HUMAN RESOURCES DEPARTMENT
CLASSIFICATION SPECIFICATION

City Council

TITLE: POLICE OFFICER

DEFINITION

Under supervision, to perform law enforcement and crime prevention work; to control traffic flow and enforce state and local traffic regulations; to perform investigative work; to display an awareness of, and empathy towards all persons who they come into contact with; and to do related work as required.

REPORTS TO: Higher level sworn personnel as assigned

SUPERVISION RECEIVED AND EXERCISED

Receives close to general supervision from higher level sworn personnel. May exercise close to general supervision over Police Officer Trainees, Police Cadets, Police Service Representatives, and clerical staff as assigned.

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

- Patrol city in radio car, on motorcycle, or on foot; answer calls for the protection of life and property, and the enforcement of City, County, and State laws; may conduct both preliminary and follow-up investigations of disturbances, prowlers, burglaries, thefts, holdups, vehicle accidents, death, and other criminal incidents.
- Make arrests as necessary; interview victims, complainants, and witnesses; interrogate suspects; gather and preserve evidence; testify and present evidence in court.
- Contact and cooperate with other law enforcement agencies in matters relating to the investigation of crimes and the apprehension of offenders.
- Prepare reports of arrests made, investigations conducted, and unusual incidents observed.
- Serve warrants and subpoenas.
- While on patrol, stop drivers who are operating vehicles in violation of laws; warn drivers against unlawful practices; issue citations and make arrests as necessary; check buildings for physical security; receive, search, book, fingerprint, and transport prisoners; direct traffic at fire, special events, and other emergency or congested situations.
- Maintain contact with citizens regarding potential law enforcement problems and preserve good relationships with the general public.
- As assigned, perform specialized investigative, identification, crime prevention, special operations, aerial observation, communications or juvenile work.

QUALIFICATIONS

Ability to:

- Observe accurately and remember names, faces, numbers, incidents, and places.
- Use and care for firearms.

- Think and act quickly in emergencies and judge situations and people accurately.
- Learn, understand, and interpret laws and regulations.
- Prepare accurate and grammatically correct written reports.
- Learn standard broadcasting procedures of a police radio system.
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Understand and carry out oral and written directions.
- Work overtime as required.

Education and Experience:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: High school graduation or equivalent.

Experience:

MEDICAL CATEGORY: Group 3

NECESSARY SPECIAL REQUIREMENT

Possession of an appropriate California driver's license.

CAREER ADVANCEMENT OPPORTUNITIES

FROM: Police Officer

TO: Police Special Agent