

POLICE OFFICER

Reports To: Police Sergeant

FLSA Status: Non-Exempt

Civil Service Status: Unclassified

General Function:

Protect life and property in the City of Wyoming and arrest and prosecute offenders. Initially may be required to serve a probationary period.

Essential Functions:

Patrol Work: patrol streets of the City on rotating shifts, observe suspicious or unusual situations, take appropriate police action, answer calls for assistance relayed through the Dispatcher, and take action as appropriate to the situation; in the night season, assure that business premises are securely locked, answer calls in neighboring jurisdictions in accordance with the mutual aid agreements; respond to investigate complaints from citizens when so dispatched.

Traffic Control: cite offenders violating traffic regulations; operate radar speed control when so assigned; direct traffic at sites of congestion; operate breathalyzer when apprehending drivers suspected of intoxication.

Arrest and Prosecution: arrest suspected offenders in accordance with law and police policy; process arrests; provide for the safety, security, and transportation of those physically arrested; prepare cases and testify in court.

Investigations: investigate crime scenes when serious crimes have been reported; secure evidence; take photographs when so assigned; normally works under direction of the Sergeant assigned to investigations.

Miscellaneous: maintains equipment in serviceable condition; maintains qualifications in firearms; keeps up-to-date on changes in laws, ordinances, and department policies; performs whatever other police-related work is assigned; assists life squad and fire companies.

Equipment Operated: police cruiser and equipment contained therein; personal equipment furnished all police officers; may be taught to operate a variety of specialized equipment; such as the breathalyzer, cameras, radar; standard office equipment; computer and various software packages.

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Training and Experience Requirements: must have Ohio Peace Officer's certification following state-designated training, or be able to obtain certification within one year of employment; ability to meet and interact with all segments of the general public; must be able to operate any of the equipment assigned to him; must be able to prepare clear and accurate reports; high school education or equivalent required; must be 21 years of age, and have a valid Driver's license; must be able to pass civil service test including polygraph and psychological tests.

Physical Requirements: must be in good physical condition, as he/she may be required at any time to be involved in physical confrontation with a suspect, or to help the Life Squad in lifting or carrying a patient, or to perform any other strenuous police duty; good eyesight required in order to maintain qualification in the use of firearms; weight shall be that approved by acceptable medical practices.

Approved: 
City Manager

Date 8/12/21

This position description in no manner states or implies that these are the only duties and responsibilities to be performed by the position incumbent.