

City of Merriam- Job Description

Job Title: Police Officer
Department: Police
Reports to: Sergeant/Patrol Commander
Status: Non-Exempt; Overtime eligible
Pay Range: \$45,482-\$68,223

Position Summary

This position is responsible to support the City of Merriam's mission in helping to maintain a safe and orderly public through strong community connections, and enforcement of laws and regulations using the highest level of ethical standards, compassion, and integrity.

Essential Functions

- Protects life and property through enforcement of laws and regulations; proactively patrols assigned area
- Performs necessary life-saving maneuvers including emergency medical aid and evacuation of individual(s) from dangerous situations/ areas
- Self-initiates traffic and/ or criminal investigations
- Responds to calls for service safely and with urgency
- Conducts initial and follow-up criminal and traffic investigations
- Conducts interviews with victims, witnesses, and criminal suspects with a high degree of empathy and integrity
- Prepares and ensures accuracy of reports and field notes in investigation and patrol activities
- Arrests and processes criminals
- Communicates clearly and effectively over radio channels
- Testifies in court professionally and with integrity
- Exercises independent judgement based upon training and continuing education in determining when to use force and to what degree
- Operates a law enforcement patrol vehicle in all weather conditions and at various times of day and night
- Understands legal documents including citations, affidavits, warrants, and other documents
- Commands a sense of authority at accident or crime scenes
- Helps to maintain department equipment, supplies, and facilities
- Promotes the values of the City at all times
- Wears appropriate personal protective equipment (PPE) where necessary
- Other duties as assigned

Minimum Qualifications

- Must be at least 21 years of age
- Must be a U.S. Citizen
- Must have a high school diploma or equivalent
- Must have a valid driver's license with an acceptable driving record

- Must be in good physical condition
- Must have an acceptable background
- Must be able to work various hours within a 24/7/365 operational period

Knowledge, Skills, and Abilities

- Must have a basic understanding of law enforcement principles, procedures, techniques, and equipment
- Must have the skill to make a reasoned response in quick time, based upon training received
- Must have ability to communicate verbally
- Must be able to listen, comprehend, and recall information
- Ability to write legibly, coherently, and using correct grammar
- Ability to prepare typed reports, free from spelling and grammatical errors
- Must have the ability to gain trust and establish working relationships with members of the public and peers
- Ability to meet the department's physical standards

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee is regularly required to sit, talk, and hear. Occasionally employee is required to run both short and moderate distances, stand or walk, use hands to finger, handle, or feel objects, tools, or controls; reach with arms and hands; climb or balance stoop, kneel, crouch, jump or crawl; taste or smell.

Employee must occasionally lift and or move up to 160 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Work Environment

While performing the duties of this job, the employee frequently works in outside weather conditions. The employee occasionally works near moving mechanical parts; in high, precarious places and with explosives. The employee is occasionally exposed to wet and/or humid conditions, fumes, airborne particles, toxic or caustic chemicals, human biohazards, dead animals, extreme cold, extreme heat, and vibration.

The noise level in the work environment is usually moderate.