



City of Lake Mary

Position Vacancy Announcement 16-16

POSITION TITLE: Police Officer
COMPENSATION: \$17.82 Hourly
DEPARTMENT: Police Department

MINIMUM QUALIFICATIONS:

Graduation from an accredited high school or equivalent. Graduation from or graduation completed prior to hire date from a certified Florida (CJSTC) Criminal Justice Standards Training Commission academy. Prefer a minimum of 30 college credit hours. Successful completion and maintenance of the State of Florida Basic Standards for Police Officer Certification.

Passing the Florida Law Enforcement Certification test prior to date of hire.

Valid Florida Driver's License and an acceptable driving record.

Considerable knowledge of modern principles, practices, and methods of public safety administration and operations.

Knowledge of City, Department and Division operating policies and procedures.

Knowledge of City, County, State and Federal laws and ordinances pertaining to criminal and administrative code violations.

Ability to perform all required physical activity including, but not limited to lifting, carrying, climbing, walking, standing, running, crawling, kneeling, bending, or jumping.

Ability to establish and maintain effective communications and working relationships with other public officials, Departmental employees, and the general public.

Ability to understand and carry out oral and written instructions.

Ability to exercise unusually good judgment in evaluating situations and making decisions.

Ability to react quickly and calmly in emergencies.

Skill in the use and care of firearms and other pertinent equipment used by the Department/Division.

Skill in emergency medical and first aid practices.

Skill in recognizing and solving complex problems in assigned zone.

POSITION FUNCTION:

This is difficult work requiring the use of independent judgment in the application of public safety principles, and knowledge of policies/procedures used in responding to emergency and/or difficult situations. Work is normally performed under the indirect supervision of a patrol commander or higher ranking official and includes a wide variety of public safety related duties including the protection of life/property, crime prevention, and other public safety functions.

YOU MAY APPLY ON LINE AT www.lakemaryfl.com. APPLICATIONS MAY ALSO BE OBTAINED FROM HUMAN RESOURCES, CITY OF LAKE MARY, 100 N. COUNTRY CLUB ROAD, LAKE MARY 32746 OR CONTACT (407) 585-1445.

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This City is an Equal Opportunity Employer in compliance with the laws prohibiting discrimination on the basis of race, color, sex, age, marital status, religion, national origin, disability, or any other legally protected status.

The City will provide reasonable accommodations necessary to applicants with disabilities preventing them from completing a City application form. Please contact the Human Resources Manager immediately if you need a special accommodation.

Drug testing is required for this position. Successful applicants will be required to submit to a thorough background investigation including, but not limited to, driver's license review, arrest/conviction records, and a Computerized Voice Stress Analysis (CVSA)/Polygraph. A certified examiner administers the CVSA with questions addressing illegal drug use and general questions of honesty and criminal history. Applicants selected for employment will be required to sign a conditional offer pending successful completion of a drug screen and physical and psychological evaluation.

04/13/16

See below for Job Description

General Description:

This is difficult work requiring the use of independent judgment in the application of public safety principles, and knowledge of policies/procedures used in responding to emergency and/or difficult situations. Work is normally performed under the indirect supervision of a patrol commander or higher ranking official and includes a wide variety of public safety related duties including the protection of life/property, crime prevention, and other public safety functions.

Essential Job Functions:

Performs general duties of a police officer to include routine patrol, investigations, traffic control, prisoner transport, also responds to a variety of calls including domestic disputes, robberies, accidents, etc.; physical activities by surveillance of assigned business and residential areas.

Notes possible criminal occurrences and takes steps to prevent criminal actions.

Investigates crime scenes or accidents.

Protects evidence, takes testimony, contacts witnesses, completes reports and assists other public safety personnel as required/directed.

Enforces traffic laws and promotes traffic safety.

Notes illegal or unsafe driving practices and advises/warns, cites and/or makes arrests as appropriate.

Directs traffic, reports unsafe road conditions, and otherwise promotes vehicular and pedestrian safety.

Prepares a variety of reports, maintains logs, completes forms, and initiates disposition as required.

Performs related duties as required and other such work as may be assigned.

Minimum Qualifications

Knowledge, Abilities and Skills:

- Considerable knowledge of modern principles, practices, and methods of public safety administration and operations.
- Knowledge of City, Department and Division operating policies and procedures.
- Knowledge of City, County, State and Federal laws and ordinances pertaining to criminal and administrative code violations.
- Ability to perform all required physical activity including, but not limited to lifting, carrying, climbing, walking, standing, running, crawling, kneeling, bending, or jumping.
- Ability to establish and maintain effective communications and working relationships with other public officials, Departmental employees, and the general public.
- Ability to understand and carry out oral and written instructions.
- Ability to exercise unusually good judgment in evaluating situations and making decisions.
- Ability to react quickly and calmly in emergencies.
- Skill in the use and care of firearms and other pertinent equipment used by the Department/Division.
- Skill in emergency medical and first aid practices.
- Skill in recognizing and solving complex problems in assigned zone.

Education, Training and Experience:

Graduation from an accredited high school or equivalent. Graduation from or graduation completed prior to hire date from a certified Florida (CJSTC) Criminal Justice Standards Training Commission academy. Prefer a minimum of 30 college credit hours. Successful completion and maintenance of the State of Florida Basic Standards for Police Officer Certification.

Licenses, Certifications or Registrations:

- Passing the Florida Law Enforcement Certification test prior to date of hire.
- Valid Florida Driver's License and an acceptable driving record.

Environmental Conditions:

- Works inside and outside in various weather conditions.
- Hazardous and stressful conditions.
- Noise/vibration – traffic, engine, siren, whistle, radio transmissions, gun shots.

(Reasonable accommodations will be made for otherwise qualified individuals with a disability.)

Essential Physical Skills:

- Acceptable eyesight (with or without correction).
- Acceptable hearing (with or without hearing aid).
- Ability to communicate both orally and in writing.
- Light (under 15 pounds) to heavy (45 pounds and over) lifting and carrying.
- Endure sustained acts of physical exhaustion and endure periods of duty under unfavorable and life threatening situations.
- Meets all physical requirements needed to complete certification requirements including:
 - Reaching
 - Climbing
 - Depth perception
 - Distinguish colors
 - Pulling
 - Pushing
 - Walking
 - Standing
 - Crawling
 - Kneeling
 - Bending
 - Smelling
 - Stooping
 - Jumping
 - Running
 - Driving

