

TITLE OF CLASS: PEACE OFFICER/PATROL OFFICER

DESCRIPTION OF WORK

The Peace Officer for the City of La Crescent will work to insure efficient operation of the department through the prevention of crime, and protection of lives and property. This position requires maintaining administrative communications for the Fire Department and Civil Defense. The foregoing statements describe the principal function of this position, but shall not be construed as an exclusive listing of all inherent requirements for this position.

SUPERVISION RECEIVED: Chief of Police, Police Sergeant, and Police Corporal.

SUPERVISION EXERCISED: None

TYPICAL DUTIES PERFORMED

The listed examples may not include all duties performed by all positions in this class. Duties may vary somewhat from position to position within the class.

- A Peace Officer is charged with learning the geographical character of the La Crescent area well enough to enable them to give adequate directions to streets, public buildings, hospitals, and highways in an intelligent manner when requested.
- A Peace Officer shall always maintain an alert and business-like manner.
- Protects life and property through the enforcement of laws & regulations; Proactively patrols assigned areas
- Responds to calls for police service. Conducts preliminary & follow-up criminal and traffic investigations.
- Conducts interviews.
- Prepares written reports and field notes of investigations and patrol activities.
- Arrest and processes criminals.
- Testifies in court
- Emergency duties required during adverse weather conditions.
- Ability to exercise judgment in determining when to use force and to what degree.
- Operate a law enforcement vehicle under emergency conditions day or night.
- Comprehending legal documents including citations, affidavits, warrants and other documents.
- Commanding emergency personnel at accident emergencies and disasters.
- Takes an active role in Community Oriented Policing.
- Self-initiate traffic and/or criminal investigations.
- A Peace Officer shall carefully investigate all complaints in the City which are brought to his attention by citizens. He shall take suitable action in those cases which come under his jurisdiction and inform interested parties of the laws or ordinances relative to the complaint or incident. If the legal remedy of the complaint lies outside of the jurisdiction of the Police Department, he shall advise the complainant accordingly and refer him to the proper authority.
- The Peace Officer shall respond to calls outside his jurisdiction if so, requested by the Houston County Sheriff, the Winona County Sheriff under the Mutual Aid Pact, or where life may be endangered.
- The Peace Officer shall perform such other duties as may be assigned.

MINIMUM QUALIFICATIONS

- Applicants possess a valid full-time POST license or be eligible to be licensed by the application date.
- Applicants be a citizen of the United States.
- Applicants possess a valid Minnesota driver's license with a good driving record.
- Applicants pass a background check as well as a physical and psychological examination.

At the time of vacancy, the Chief of Police and City Administrator shall establish a list of criteria and requirements for the selection of a patrol officer.