

TITLE OF CLASS: PEACE 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: Reports to the Chief of Police and the Sergeant of the Department.

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.

1. 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.
2. A Peace Officer shall at all times maintain an alert and business like manner.
3. 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 particular 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.
4. 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.
5. The Peace Officer shall perform such other duties as may be assigned.

**MINIMUM QUALIFICATIONS**

Currently is licensed by the Minnesota Board of Peace Officers Standards and Training.

Must have and maintain a Minnesota driver's license.

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 patrolman.