

# **Town of Springdale/Zion Canyon**

## **Job Description**

**Title:** Police Officer

### **GENERAL PURPOSE**

Performs a variety of working level technical law enforcement duties related to enforcing the laws, maintaining the peace and protecting the citizens of Springdale/Zion Canyon.

### **SUPERVISION RECEIVED**

This position works under the general supervision of the Chief of Police. If the Police Department promotes a Sergeant or Corporal, the Police Officer shall work directly under their supervision.

### **SUPERVISION EXERCISED**

May provide general supervision to volunteers and/or ride along civilians.

### **ESSENTIAL FUNCTIONS**

Enforces all applicable town, state and federal laws and ordinances by apprehending, citing and arresting violators as appropriate, investigates criminal activity, gathers evidence, interviews victims, witnesses and suspects, and takes appropriate action to solve cases and to bring suspects before the proper judicial process; investigates traffic accidents, enforces traffic and parking violations; directs traffic and assists motorists as needed; serves warrants, processes, notices, summons and subpoenas and keeps records of disposition.

Completes detailed and accurate reports of daily activities, criminal cases arrest(s), traffic accidents and other cases as appropriate; presents evidence and testimony in court and other hearings as required.

Investigates criminal activity, gathers evidence, interviews victims, witnesses and suspects and takes appropriate action to solve cases and to bring suspects before proper judicial process; investigates traffic accidents, enforces traffic and parking violations, directs traffic and assists motorists as needed.

Operates police vehicle and other department equipment in a manner that will maximize it's life span and will provide the utmost safety for the officer and the public; maintains visible presence to deter and prevent crime; performs foot patrol in the business areas to acquaint themselves with the business community and to make themselves more readily available to the citizens; checks for building security and illegal activity.

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Performs ongoing public relations to enhance the image of the department within the community; as assigned, represents the department by speaking at public meetings and schools to educate and inform citizens; presents a professional image in both appearance and demeanor.

Responds to calls for service and renders aid to distressed citizens by maintaining the peace, supplying information, and aiding in assisting the citizens as applicable.

Attend court and gives testimony as needed to relate circumstances of arrests and various enforcement activities.

Performs related duties as required.

### **MINIMUM QUALIFICATIONS**

- Must:**
1. Be a United States Citizen;
  2. Be at least 21 years of age at the time of appointment;
  3. Be a high school graduate or furnish evidence of successful completion of an examination indicating an equivalent achievement;
  4. Have not been convicted of a crime for which the appointee could have been punished by imprisonment in a federal penitentiary or by imprisonment in the penitentiary of this state or another state;
  5. Have demonstrated good moral character as determined by a background investigation;
  6. Be free of any physical, emotional or mental condition that might adversely affect the performance of his or her duties as Police Officers;
  7. Have successfully completed Peace Officer Certification and Training as prescribed by Utah Code Ann. 53-6-201 *et seq.* (1953, as amended) and provide evidence of successful completion;
  8. Complete 40 hours of annual certified training in peace officer administration or similar law enforcement training; and
  9. Attain or complete such other attributes or qualifications as the Chief of Police, Mayor and Town Council may from time to time impose.

Working knowledge of modern law enforcement principles, procedures, techniques and equipment applicable to Federal, State, County and Town laws and ordinances; methods of arrest; practices and procedures for emergency vehicle operation; investigative procedures and practices; legal liabilities associated with arrest and law enforcement; court room procedures and laws of evidence.

Skills in the use of firearms, non-lethal weapons, police vehicle operations, emergency equipment, intoxilyzers, radar operations and restraining devices.

Ability to react effectively in emergency and stress situations; exhibit imagination, initiative and problem-solving capability in coping with a variety of law enforcement situations; follow standard safety practices and procedures common to law enforcement work; perform work requiring good

physical condition; communicate effectively, verbally and in writing; establish and maintain effective working relationships with employees, other agencies and the public.

Must perform tasks including, but not limited to, the following: activities involving muscular strain, walking, standing, stooping, sitting and reaching. Talking, hearing and seeing are essential to performance of essential job functions. Mental application utilizes memory for details, emotional stability, discriminative thinking and problem solving. Elements of the job pose various degrees of hazard uncertainty common to law enforcement.