



Patrol Sergeant **Non-exempt, Full-Time** **Police Department**

Job Summary: Under general supervision of the patrol Lieutenant, responsible for work performed in the prevention and investigation of crimes and accidents. Supervise officers in a lower classification; protecting property, facilities, and people through the enforcement of laws and ordinances. Independent judgment is used according to the situation and sometimes different courses of action must be taken to complete the task.

Equipment Used / Job Locations / Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee will operate law enforcement equipment including, police cars, mobile radios, walkies, recorders, finger printing equipment, cameras, digital recording and playback devices, radar equipment, typewriters, computers, tear gas equipment, batons and lethal weapons, such as, pistols, shotguns and rifles.

Employees patrol the City and work must be performed in all kinds of weather conditions. The employee is exposed to dangerous conditions.

Essential Functions & Job Responsibilities: The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

Must be able to fire a weapon accurately and pass required departmental qualifications; patrols and supervises others patrolling, by foot or motor vehicle, the streets of the City, places of business, and residential districts enforcing City ordinances and State laws; investigates or supervises others investigating suspected crimes, reporting findings, and arresting suspected individuals; investigates accidents involving persons or property, reports probable cause of accidents, and pursues appropriate course of action; testifies in court or legal proceedings; supervises the maintenance and use of law enforcement

equipment; keeps records and prepares reports, including accident and personnel reports; must be able to defend himself/herself and others with and without the use of deadly force; must have ability to react quickly and calmly in emergency situations and to determine proper course of action; must make arrests when necessary; must understand and enforce laws and ordinances; must exert themselves physically for short periods of time, such as running and lifting.

Additional Work Performed: Directs and controls traffic when necessary; issues written citations; deals with citizen complaints.

Required Knowledge & Abilities: To perform this job successfully, an individual must be able to perform each essential job function satisfactorily.

Knowledge / Education: court system and presentation of evidence in court proceedings; City ordinances and State laws; modern police practices and methods used in crime investigation and the identification and presentation of physical evidence; geographic area of the City; principles and practices of police supervision; City's provisions for emergency situations.

Ability to: ascertain facts by personal contact, observation, and the examination of records; explain and interpret provisions of laws, ordinances, and regulations; enforce laws firmly, tactfully, and with respect for the rights of others. Ability to plan and direct the work of others; operate all law enforcement equipment required in the performance of required duties; establish and maintain an effective working relationship with the public and other employees.

This position is considered safety sensitive and is subject to the City's drug and alcohol random testing policy.

Training & Experience: A typical way of obtaining the knowledge, skills and abilities outlined above is graduating from high school or GED; must be a citizen of the U.S.; must not have been convicted of a felony or a serious misdemeanor involving Moral turpitude as the term is defined by law, and not to have been released or discharged under any other than Honorable conditions from any of the Armed Forces of the U.S.; have completed a POST approved Police Academy with a satisfactory score in all fields, including firearms qualifications, physical education, and defensive techniques; must possess a valid Tennessee operator's license; must have experience in police work. Must have at least three (3) years of continuous service at the rank of Corporal.

Physical & Mental Demands: The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands: While performing the duties of this class, have sufficient strength, stamina, and ability to perform normally assigned functions and to use maximum exertion for brief periods under severe, strenuous, and hazardous police situations. Must meet minimum POST and departmental fitness and physical standards to remain on active police officer status. Must meet minimum vision (normal or corrected to 20/20 or better, uncorrected vision now worse than 20/80) with no color blindness sufficient to perform law enforcement functions. Hearing (normal or corrected) must be sufficient to normally communicate using car/hand held radios, one to one or group conversations and hear potential hazards (traffic, etc.) And warning shout at police scenes. Dexterity sufficient to crawl, crouch, stoop, bend, stretch, walk, run, and to perform physical aspects of law enforcement. Strength sufficient to pull, lift, and carry unconscious individuals from vehicles or other police, fire, or emergency scenes, as necessary and to defend from aggression and physical attacks.

Mental Demands: While performing the duties of this class, the employee is regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use math and mathematical reasoning; observe and interpret situations; learn and apply new information or skills; and interact with City staff, other organizations and the public.