

CITY OF MOBRIDGE POSITION DESCRIPTION			
Police Officer 1			
DEPARTMENT Police	DIVISION Patrol	SUPERVISOR Captain	CLASSIFICATION Full Time

DEFINITION:

Primary purpose is to maintain order while enforcing all laws and regulations within the City and out of the City if requested.

JOB LOCATION:

This position will be located in the Law Enforcement Center but requires significant time spent patrolling throughout the City.

ESSENTIAL FUNCTIONS OF THE JOB:

- Make police reports and other reports as required
- Maintains order within the City of Mobridge
- Assists the general public with questions, complaints, and in emergencies
- Conducts investigations and processes paperwork
- Testifies in court when necessary
- Makes arrests in accordance with State and local laws and ordinances
- Renders aid whenever necessary
- Works to maintain the safety of the all persons and property in the City of Mobridge
- Maintains traffic control and attempts to stop and apprehend or deal with all violators
- May be appointed as a training officer

ADDITIONAL FUNCTIONS OF THE JOB:

- Must maintain good physical conditioning
- Assists with ambulance and fire calls
- Performs other duties as assigned

REQUIRED KNOWLEDGE AND ABILITIES

- Knowledge of laws of the State of South Dakota and ordinances of the City Of Mobridge
- Ability to maintain confidentiality when dealing with the public
- Ability to deal with the public tactfully and with discretion
- Ability to follow chain-of-command regarding complaints and decisions
- Ability to pass law enforcement training and to pass a personal background investigation
- Ability to work effectively despite criticism or complaints from others
- Ability to become certified in the use of radar, firearms, and any other such requirements.

MINIMUM QUALIFICATIONS:

Prior law enforcement training and experience is preferred. Annual continuing education is required. High School Diploma or G.E.D. certificate is required. College or vocational training desirable. Computer knowledge required. Must be able to work nights, weekends, and holidays. Must be able to maintain confidentiality and handle sensitive situations in a professional manner. Must pass criminal and personal background investigation.

EXPERIENCE: Experience as a law enforcement officer preferred but not necessary

SPECIAL QUALIFICATIONS:

Must be free from felony conviction
Must pass oral interview
Must pass personal background investigation
Must pass criminal background investigation
Must become certified by State of South Dakota