

NORTH CORNWALL TOWNSHIP

POLICE OFFICER POSITION

Duties

- Patrols an assigned sector of the township in a patrol car; receives special assignments and reports activities by two way radio; enforces motor vehicle and criminal laws; ordinances; renders assistance to the public; corrects or reports hazardous situations.
- Examines buildings to detect illegal entry or other suspicious conditions.
- Directs traffic and issues citations to violators.
- Investigates citizen complaints of illegal activity and takes corrective actions, which may include arrest of violators.
- Testifies in court regarding the facts of incidents and investigations.
- Prepares and presents written and oral reports of activities; incidents, and investigations.
- Collects and preserves evidence of illegal activities; presents and explains evidence in court.
- Locates and questions witnesses to accidents, crimes, etc. and arranges for their appearance in court.
- Transports prisoners as required.
- Speaks to schools, citizen groups, or social organizations on various aspects of police work.
- Provides advice to citizens on laws and ordinances affecting them.
- Attends fires, accidents, and public gatherings, to maintain order, control crowds and traffic, and assist emergency crews.
- Participates in self-study or on-the-job training to develop and maintain a knowledge of specialized aspects of police work such as juvenile work, crime

prevention, weapons, narcotics, etc.

Required Knowledge, Skills and Abilities

- Must have the ability to react quickly and calmly in emergency situations, and to choose the proper course of action.
- Must have the ability to act firmly, tactfully, and courteously in the enforcement of laws.
- Must have the ability to understand and carry out oral and written instructions.
- Must have the ability to observe and accurately recall details of appearance, actions, statements, and other occurrences.
- Must have the ability to take clear and accurate notes of investigations.
- Must have the ability to speak and write clearly and effectively.
- Must have the ability to learn and properly apply laws, policies, and procedures.
- Must have the ability to learn the proper use of firearms.
- Must have the ability to operate a motor vehicle.
- Must have sufficient health, strength, physical ability to deal with emergency situations which may require pursuit and physical control of other persons.

ESSENTIAL DUTIES:

1. Running for several hundred yards.
2. Climbing over obstacles
3. Crawling
4. Pushing motor vehicles
5. Pulling or carrying accident, fire or crime victims

6. Using physical force to apprehend and subdue arrestees
7. Withstanding prolonged exposure, as long as eight hours, to extreme weather conditions
8. Withstanding prolonged periods of standing and sitting
9. Withstanding frequent exposure to stress-producing situations such as encountering persons injured or killed by accidents, crimes or suicide
10. Dealing with domestic disputes
11. Dealing with verbal and physical abuse of the officer, including taunts, insults, and threats to the officer, family member, or fellow officers
12. Communicating effectively with individuals suffering from trauma
13. Operating a motor vehicle for long periods of time
14. Using a firearm effectively
15. Filling out written reports in a clear, correct, and concise manner.