

## Police Officer 1

Whoever is in this position must be able to perform any or all of the task statements which are considered to be essential functions of this position with or without a reasonable accommodation. If required to perform the Bicycle Patrol, the incumbent may be required to perform this duty any number of hours during the course of the shift.

Responsible directly to the Police Sergeant or the officer in charge.

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| 10% | Enforces universities parking regulations, state and city traffic violations, rules and regulations set by the university. Must be able to respond to emergency situations, receive requests for service either by telephone or in person as instructed.  |
| 15% | Responds to alarms at specified locations. Performs the task of securing the area and containing any emergency locations. Performs the task of securing the area and containing any emergency situation, and performs the evacuation, if necessary, and determines the cause or origin of an emergency. Requires physical stamina and strength and ability to run either to get an emergency or chasing suspects, or carrying another person out of a building, removing a person from a vehicle that is involved in a traffic accident, etc. |
| 15% | Must be able to assist stranded motorist and provide crowd control at special events and sporting events  |
| 15% | Must be able to prepare reports on activities, logs, investigations, and calls for service  |
| 15% | Must be able to maintain logs of radio, telephone, teletype activities, monitor alarm systems and other police radio frequencies. Must be able to operate network computers and dispatch police officers in response to calls.  |
| 20% | Performs building security checks and patrols the campus as required, climbing stairs, and walking or driving a vehicle during all weather conditions. Stamina to stand or walk for extensive periods of time in all weather conditions is required.  |
| 05% | Must demonstrate a basic knowledge of Cardiopulmonary Resuscitations, basic First Aid, limitations of these skills for police officers, and the dangers and protective measure of blood borne pathogens and other transmittable diseases, and the ability to render aid at accidents, crime scenes, and medical emergencies; transport victim(s) to the nearest medical facility or assist medical professionals to do so. This may involve heavy lifting and carrying.   |
| 05% | Protects evidence collected as required by law and the Department's Policy and Procedures Manual. Ensures that any crime scene remains secure until otherwise instructed by the Police Sergeant and/or the Director.  |