

DEPARTMENT: SHERIFF

DIVISION: ENFORCEMENT

POSITION: DEPUTY, PATROL

SUPERVISOR: CORPORAL, PATROL

JOB DESCRIPTION:

This is responsible police work in the protection of life and property through the enforcement of laws. Work involves responsibility for the protection of life and property, prevention of crime, apprehension of criminals, and enforcement of laws in a designated area or on an assigned shift. Work includes patrol of County, traffic regulation, crime scene investigation, and special assignments. Work involves an element of personal danger, and officers must be able to act without direct supervision and to exercise independent judgment in meeting complex emergency situations. Work assignments and instructions are received from a superior officer who reviews work methods and results through reports, observation, and discussion. Work is indoors and outdoors in all kinds of weather.

EXAMPLES OF TASKS PERFORMED:

1. Patrols a designated area in patrol vehicle; prevents and discovers commission of crime; apprehends criminals and offenders; enforces vehicle and traffic laws; makes police presence known in a manner that contributes toward deterrence of law violations
2. Answers calls for service and complaints involving criminal activity and non-criminal activity
3. Makes a variety of reports including incident and offense reports, statements and affidavits
4. Conducts preliminary and some follow-up investigations of reported crime and crime scenes
5. Administers first aid; gathers evidence
6. Locates and questions witnesses and suspects
7. Makes arrests as necessitated by circumstances
8. Testifies as witness in court
9. Establishes traffic control and police protection incidents which may attract crowds
10. Transports prisoners and mental patients
11. Serves warrants, subpoenas, and some civil process
12. Handling of Estray calls and other non-domesticated animals(wildlife)
13. Performs other related work as assigned

REQUIREMENTS:

1. Must be a peace officer licensed by the Texas Commission on Law Enforcement
2. Must never have been convicted of a Felony or a Class A misdemeanor.
3. Must not ever have been on court ordered community supervision or probation for any criminal offense above the grade of Class B misdemeanor or a Class B misdemeanor within the last ten years of the court order and never been convicted of a family violence offense
4. Must possess a valid Texas driver's license; have and maintain a good driving record
5. Must pass required physical agility tests
6. Must successfully pass required firearms qualification
7. Must successfully complete a defensive driving course at least once every three years
8. Must successfully complete mandated courses, including forty hours of law enforcement related training every biennium
9. Ability to read and write the English Language
10. Ability to bend, lift, grasp, climb, use fine hand-eye coordination, push and pull, and endure long periods of standing or sitting
11. Ability to remain calm under stress
12. Ability to understand and assist in solving Office related issues
13. Ability to respond to pages, telephones, two-way radios, and other auditory stimulation
14. Ability to evaluate and interpret information and to make independent decisions

DESIRABLE KNOWLEDGE, ABILITIES, AND SKILLS

- Knowledge of modern police practices and methods
- Knowledge of appropriate federal, state, and local laws, particularly the laws of arrest and evidence
- Knowledge of Office policies, procedures, rules, and regulations
- Knowledge of the principles of first-aid
- Knowledge of the geography of Potter County and adjacent areas
- Ability to speak and write effectively
- Ability to deal firmly and courteously with the public
- Ability to obtain information through interview and interrogation
- Ability to meet specific physical requirements established by Office administration