

## Job Posting

### **Police Officer**

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|--------------------------|--|
| Department: Police       | Pay Grade: PS15                          |
| Reports to: Police Chief | Hiring Salary Range: \$37,750 – \$47,188 |
| FLSA: Non-Exempt         | Deadline to Apply: Open                  |

#### General Statement of Duties

An employee in this class performs a full range of general law enforcement duties. Work includes patrolling the City during an assigned shift in a police car or on foot; preventing, detecting, and investigating disturbances and crime; performing traffic control work; apprehending suspects; and executing related assignments. Employees must exercise judgment, initiative, and calm control when performing duties; more difficult problems are normally carried out under the direction of or in conjunction with a Shift Supervisor. Work involves frequent public contact which requires tact, firmness, and decisiveness. Work is performed in accordance with Departmental policy and State and federal law, supplemented with specific directions from superior officers. Employees are subject to hazards associated with law enforcement work including working in both inside and outside environments, in extreme hot and cold weather, and exposure to various hazards such as dangerous persons, loud noises, and hazardous spills with fumes, oils, gases, or flammable liquids. Work is subject to the final OSHA standards on blood borne pathogens. Work is performed under regular supervision and is evaluated through observation, monitoring radio traffic, discussion, and review of reports for adherence to laws, department procedures, and proper judgment.

#### Knowledge, Skills, and Abilities

Candidate must possess considerable knowledge of State and federal laws, local ordinances and policies of the Police Department, especially relating to search and seizure, traffic control, pursuit, and arrest. Possess working knowledge of law enforcement principles, practices, methods, and equipment as well as some knowledge of scientific crime detection and criminal identification methods and procedures. Possess skill in the use of firearms and other police equipment and in the application of self-defense tactics. Possess the ability to act with sound judgment in routine and emergency situations; the ability to communicate effectively in oral and written forms; the ability to present effective court testimony; the ability to prepare clear and concise activity reports; the ability to build and maintain cooperative and effective public relations with the citizens; as well as, the ability to establish and maintain effective working relationships with co-workers, supervisors, and other public officials.

#### Physical Requirements

Must be able to physically perform the basic life operational functions of standing, walking, hearing, kneeling, reaching, feeling, grasping, pushing, pulling, bending, climbing, crawling, fingering, and performing repetitive motions. Must be able to perform medium to heavy work exerting 50 to 100 pounds of force occasionally; 20 to 50 pounds frequently; and 10 pounds constantly. Must possess the visual acuity to operate a police vehicle, perform visual inspections, distinguish details and differences when observing people, places, or things on patrol, to maintain records and document findings, and to use a computer.

### Desirable Education and Experience

Graduation from high school or G.E.D. and completion of Basic Law Enforcement Training; possession of a Basic Law Enforcement Certificate; or an equivalent combination of education and experience.

### Special Requirements

Before assignment to sworn duties, employees must possess a valid North Carolina driver's license and have completed at least the minimum requirements established by the North Carolina Justice Training and Standards Commission for certified law enforcement officers.

### Application Process

<http://www.hendersonncpolice.com/Opportunities/Career%20Opportunities%20012317.pdf>

### Required Documentation

[http://www.hendersonncpolice.com/\\_master/applicant%20process%20012317.pdf](http://www.hendersonncpolice.com/_master/applicant%20process%20012317.pdf)

**Candidates that have not currently attending Basic Law Enforcement Training may be selected and hired as a Police Officer Trainee at a salary of \$30,630. The candidate will be required to attend and successfully complete the next available Basic Law Enforcement Training program held at Vance Granville Community College.**