



JOB DESCRIPTION

Cumberland Police Department

PATROL OFFICER

GENERAL SUMMARY:

Under the general supervision of the Shift Supervisor/ Assistant Shift Supervisor, the patrol officer shall perform preventive patrol and other law enforcement functions aimed at protecting life and property, preserving the peace, reducing opportunities for the commission of crimes, and identifying and apprehending offenders. The patrol officer shall provide emergency and non-emergency services, while creating and establishing a sense of security in the community.

ESSENTIAL FUNCTIONS:

1. Exercise authority consistent with the obligations imposed by the oath of office.
2. Respond to all calls for service, rendering first aid when applicable.
3. Aid citizens requesting assistance or information.
4. Arrest persons for violating the law or those wanted by other law enforcement agencies.
5. Issue traffic citations, enforce motor vehicle laws and parking ordinances.

6. Seize, collect, preserve, transport, photograph, and inventory evidence and property taken into custody.
7. Maintain weapons and equipment in a state of operational readiness.
8. Promptly serve or deliver warrants, summonses, subpoenas, and other official papers.
9. Coordinate efforts with other Department employees to ensure that teamwork leads to the successful attainment of police short- and long-term goals and objectives.
10. Maintain certification with assigned equipment.
11. Perform other duties, as assigned by the Police Chief.

OTHER FUNCTIONS:

1. Be alert for conditions that endanger public safety.
2. Conduct a thorough investigation of all offenses and incidents.
3. Be thoroughly familiar with the assigned areas of patrol. Such familiarity includes knowledge of businesses, residences roads, paths, etc.
4. Remain in assigned beats throughout the shift, except when a police emergency necessitates a temporary absence or when a Shift Commander or Dispatcher has issued authorization for a temporary absence.
5. Take measures to expedite the flow of vehicular traffic during periods of congestion.
6. Preserve crime scenes, in accordance with Department policy.
7. Testify in court in a professional and timely manner, when required.
8. Complete detailed reports on all crimes, arrests, vehicle collisions, and other incidents requiring police attention.
9. Maintain and operate Department vehicles in accordance with Department policy.

10. Investigate alarms and suspicious persons to ensure the safety of residents and business owners.
11. Check public assemblies, residences, businesses, school, and recreational areas.
12. Keep radio equipment in a state of operational readiness.
13. Keep informed of changes to Local, State, and Federal law, and departmental policies and procedures.

JOB REQUIREMENTS:

Education: Effective March 31, 1997, prospective police officers must possess 60 college credits from an accredited institution.

Training: Graduation from Rhode Island Municipal Police Training Academy or equivalent.

Experience: None required.

Possess a license to operate a motor vehicle.

Age: Be at least 21 years of age.

Physical and Psychological Condition: Must pass a physical examination pursuant to RI Municipal Police Academy standards by a qualified physician and satisfactorily pass a psychological test administered by a certified psychological testing service.

PHYSICAL REQUIREMENTS:

This position requires a Patrol Officer to perform all functions contained in this job description. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements necessary to accomplish the essential functions.

WORKING CONDITIONS:

Be available by telephone, radio, and pager during normal working hours and available for callback, when needed.

SALARY RANGE:

Union position stipulated by contractual agreement between the I.B.P.O. Local 640 and Town of Cumberland.

Effective Date: July 2017

Review Date: December 2019