

BLOOMFIELD TOWNSHIP POLICE DEPARTMENT

JOB DESCRIPTION

POLICE OFFICER

GENERAL RESPONSIBILITIES

A sworn Police Officer enforces laws and patrols authorized areas in a professional, responsive, and efficient manner. In partnership with the community, a Police Officer is responsible for maintaining order in Bloomfield Township, protecting life and property, performing investigations, preventing crime, preserving the peace, regulating traffic, rendering aid, providing information to citizens, and performing related work as required. Police Officers provide all services while maintaining a tradition of integrity and honor. Shift assignments include weekends, holidays, days, nights or special hours as required.

ESSENTIAL JOB FUNCTIONS

- Reads and comprehends rules, regulations, policies, procedures and laws to ensure appropriate officer behavior/response and to perform law enforcement activities.
- Gathers information in criminal investigations by interviewing and obtaining the statements of victims, witnesses, suspects and confidential informants.
- Prepares investigative and other reports using appropriate grammar. Includes sketches, symbols and mathematical computations as necessary.
- Communicates with people by listening and verbally giving information, directions, and commands.
- Exercises independent judgment, within legal guidelines, to determine when there is reasonable suspicion to detain, when probable cause exists to search and arrest and when, and to what degree, force may be used.
- Intervenes in interpersonal conflicts to maintain order.
- Maintains emotional control and the ability to respond appropriately under extreme stress.

- Initiates and responds to radio communications by speaking and listening over law enforcement radio channels, under adverse conditions such as siren usage or high speed vehicle operations.
- Arrests suspects, forcibly if necessary, using gun, handcuffs and/or other weapons or restraints as required. Effectively employs defensive tactics/maneuvers or approved weapons when necessary.
- Pursues suspects, conducts searches, investigations and performs rescue operations. In the performance of these functions: climbs over obstacles; climbs through openings; jumps from elevated surfaces; jumps over obstacles, ditches and streams; crawls in confined areas; uses bodily force to gain entrance through barriers; lifts, carries, or drags people or heavy objects; pursues fleeing suspects on foot; enters and exits vehicles quickly; and walks or stands for long periods of time.
- Guards prisoners and assumes responsibility for their safety and personal property while in custody.
- Performs visual and physical searches of persons to detect potential weapons and contraband.
- Operates an emergency vehicle in emergency and pursuit situations involving speeds in excess of the posted limits. Exercises due care and caution when driving in exception to traffic control devices, in congested traffic and in unsafe road and environmental conditions.
- Testifies in court regarding criminal, traffic, or civil cases as required.
- Loads, unloads, aims and fire handguns, shotguns, or other agency firearms from a variety of body positions in situations that justify the use of deadly force.
- Safely operates department approved less-lethal weapon systems when required.
- Issues citations for traffic and ordinance violations.
- Conducts visual and audio surveillance for extended periods of time.
- Assists disabled motorists, persons desiring information and elderly or ill persons.
- Performs other essential tasks as identified by Bloomfield Township.

SUPPLEMENTARY JOB FUNCTIONS:

- Conducts tours of the Police Station and other facilities as assigned.
- Performs other duties as assigned by police administrators.

KNOWLEDGE, SKILL AND ABILITIES:

- Skill in the use of departmental issued firearms and other weapon systems.
- Ability to effectively perform work of a hazardous and sometimes stressful nature under adverse conditions.
- Ability to maintain physical fitness and agility and mental alertness during extended periods of work.
- Ability to learn street locations, block numbers, building locations, and target of hazard in Bloomfield Township.
- Ability to take clear and acceptable fingerprint impressions.
- Ability to work effectively with the general public.
- Ability to take command of and control various and sometimes stressful situations.
- Ability to operate Bloomfield Township and/or other approved computer networks.