

## **POLICE CORPORAL**

### **DEFINITION**

Under general supervision, on a regular or assigned shift, to perform a wide range of law enforcement work; to supervise assigned staff; and to perform related work as required. Serves as Disaster Service Worker. FLSA Status: Non-exempt. Bargaining Group: Atwater Police Officers Association Safety Unit.

### **REPORTS TO**

Police Chief, Police Lieutenant, Police Sergeant, or as assigned.

### **CLASSIFICATIONS SUPERVISED**

May supervise Police Officer, Police Officer Recruit, Reserve Police Officer, or as assigned.

### **ESSENTIAL FUNCTIONS**

Assigns and supervises the work of Police Officers engaged in an assigned area in the general enforcement of law and the prevention of crime or disorder; handles personnel complaints and completes internal affairs investigations, along with background investigations; instructs subordinates in police work and related law enforcement problems; makes preliminary investigation of crimes; reviews reports prepared by officers and citations issued; evaluates performance of officers; receives assignments to investigate violations of federal, state, and local laws; when assigned, collects and preserves evidence and apprehends and arrests law violators; reviews briefing materials and general police bulletins; makes computer reports of cases handled and actions taken; interrogates witnesses and prisoners; appears in court to testify as to the evidence collected; assists in preparing complaints and warrants; and investigates crimes involving juvenile suspects. Must be able to work shifts as assigned. Performs essential functions while emphasizing community-based policing, familiarization between law enforcement and community residents, and collaborative problem solving, and while de-emphasizing the paramilitary aspects of the job.

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; climb stairs and ladders; walk on sloped, uneven, and slippery surfaces; stoop, bend over, and kneel; crawl through various areas on hands and knees; sufficient manual dexterity and eye-hand coordination to work with special equipment during emergency situations; lift and move objects weighing up to 100 lbs., with assistance; endurance to sustain extra physical effort for a substantial period of time and restrain prisoners; maintain corrected hearing

and vision to normal range; verbal communication; use of office equipment including computer, telephone, calculator, copiers, radio, and FAX.

### **TYPICAL WORKING CONDITIONS**

Work is performed in an office and outdoor environments; unusual exposure to life threatening situations; continuous contact with other staff and the public.

### **MINIMUM QUALIFICATIONS**

#### **Knowledge of:**

- Atwater Police Department's policies and procedures, mission, and guiding principles.
- Police methods and procedures including patrol, crime prevention, traffic control, investigation, and identification techniques and police records.
- Criminal law with an emphasis on the laws related to the apprehension, arrest, and custody of persons committing misdemeanors and felonies.
- Rules of evidence pertaining to search, seizure, preservation, and presentation of evidence.
- English language usage, spelling, grammar, and punctuation.
- Principles of supervision and training.

#### **Ability to:**

- Demonstrate a flexible approach to people and problems.
- Be caring and sensitive toward others.
- Lead by example with enthusiasm and positive attitude.
- Demonstrate keen powers of observation and memory.
- Use and care for firearms.
- Think and act quickly in emergencies.
- Judge situations and people accurately.
- Establish and maintain cooperative working relationship with co-workers and those contacted in the course of work.
- Train subordinates.
- Conduct comprehensive investigations, analyze facts, draw logical conclusions, and remember facts, names, faces, and details accurately.
- Understand and carry out oral and written directions.
- Meet standard of physical stature, endurance, and agility established by the City of Atwater Police Department.
- Learn, understand, and interpret laws and regulations.
- Prepare accurate and grammatically correct written reports.

**Training and Experience:**

- Four (4) years of full time law enforcement experience comparable to that of a Police Officer with the City of Atwater, including one (1) year of full time experience with the Atwater Police Department.

**SPECIAL REQUIREMENTS**

- None

**Education:**

- High school diploma or equivalent, with advanced education preferred.

**License:**

- Possession of a valid California driver's license.
- Possession of POST Basic and Intermediate certificates.

*The contents of this class specification shall not be construed to constitute any expressed or implied warranty or guarantee, nor shall it constitute a contract of employment. The City of Atwater assumes no responsibility beyond the general accuracy of the document, nor does it assume responsibility for any errors or omissions in the information contained herein. The contents of this specification may be modified or revoked without notice. Terms and conditions of employment are determined through a meet and confer process and are subject to the Memorandum of Understanding currently in effect.*