

POLICE OFFICER I (GOVERNMENT SERVICE)

RAPIDS: 0437N

O*NET/SOC: 33-3051.01

REVISION DATE: 09/2019

TRADE DESCRIPTION: Patrol assigned area to enforce laws and ordinances, regulate traffic, control crowds, prevent crime, and arrest violators.

TASK PERFORMANCE: Demonstrate knowledge and skills for qualifying as Journeyman. Applicable Job Qualification Requirements will be used as a guide in performing tasks and demonstrating knowledge in the following skill areas. Actual work time must be recorded in the Work Experience Log; each skill area must be completed.

Applicable Ratings/MOS/NEC

USMC MOS: 5811, 5812

USCG: GM, ME

USN: MA

USA MOS: 31B, 31D, 31E, 31K

Related Instruction:

Trade related On-The-Job-Training (OJT) or Any trade related schools/courses totaling 288 or more hours.

Additional Requirement:

Must have Law Enforcement course and be appropriately assigned performing Police work full time.

Total Hours: **4000**

Skill	Description	Hours
A	GENERAL ADMINISTRATION -- Prepare and file desk logs. -- Perform property registration.	200

	<ul style="list-style-type: none"> -- Maintain files, directives, publications, and records. -- Prepare correspondence and reports. -- Record facts to prepare reports that document incidents and activities. -- Testify in court to present evidence or act as witness in traffic and criminal cases 	
B	<p>TECHNICAL ADMINISTRATION</p> <ul style="list-style-type: none"> -- Prepare and process incident/complaint reports, investigative reports, identification badges, statistical summaries and reports, test reports, and take complaints and statements. -- Review facts of incidents to determine if criminal act or statute violations were involved. -- Serve as evidence custodian. 	500
C	<p>SAFETY</p> <ul style="list-style-type: none"> -- Conform to prescribed safety standards. -- Report safety violations. -- Follow small arms safety practices. -- Use defensive driving techniques. 	200
D	<p>COMMUNICATIONS</p> <ul style="list-style-type: none"> -- Relay complaint and emergency-request information to appropriate agency dispatchers. -- Relay information about incidents or emergencies to personnel using phones or two-way radios. -- Inform the public about policies, services or procedures. 	100
E	<p>ELECTRONIC SYSTEMS OPERATION</p> <ul style="list-style-type: none"> -- Operate security alarm and monitoring systems. 	100
F	<p>PHOTOGRAPHY</p> <ul style="list-style-type: none"> -- Take crime/accident scene photographs. -- Photograph or draw diagrams of crime or accident scenes and interview principals and eyewitnesses. -- Record crime or accident scene evidence with video or still cameras. 	50
G	<p>LOGISTICS</p> <ul style="list-style-type: none"> -- Order supplies and equipment. 	50

	<ul style="list-style-type: none"> -- Provide road information to assist motorists. -- Maintain operational equipment and vehicles. 	
H	<p>PERSONNEL SUPPORT</p> <ul style="list-style-type: none"> -- Assist personnel in completing forms and reports. -- Use sound principles of customer relations at contact points. -- Render aid to accident victims and other persons requiring first aid for physical injuries. -- Act as official escorts, such as when leading funeral processions or firefighters. -- Inform citizens of community services and recommend options to facilitate longer-term problem resolution. 	200
I	<p>LEGAL</p> <ul style="list-style-type: none"> -- Notify persons of their legal rights, including application of the Miranda decision. -- Process prisoners, and prepare and maintain records of prisoner bookings and prisoner status during booking and pre-trial process. -- Apprehend criminal suspects. -- Testify at legal or legislative proceedings. 	100
J	<p>SECURITY</p> <ul style="list-style-type: none"> -- Maintain small arms storage room. -- Control entry and exit of personnel, vehicles, and equipment at access points to controlled areas. -- Perform security guard duties. -- Dispatch security personnel. -- Perform security inspection of buildings and restricted areas. -- Conduct physical security surveys and inspections. -- Enforce security measures to safeguard public funds, classified documents, personnel and equipment. -- Guard and transport personnel in custody, act as bailiff at trials. -- Conduct security rounds of high-risk areas. -- Act as money escort. -- Keep records of firearms. 	1000

	-- Monitor, note, report, and investigate suspicious persons and situations, safety hazards, and unusual or illegal activity in patrol area.	
K	<p>POLICE TECHNIQUES</p> <ul style="list-style-type: none"> -- Secure crime and accident scenes for further investigation. -- Seize, collect, evaluate, and preserve evidence. -- Use approved methods, techniques, and devices for self-defense and restraining an individual. -- Apply mob and riot control psychology. -- Operate emergency vehicles. -- Respond to bomb threats. -- Maintain a chain of custody for evidence. -- Submit evidence for test and analysis. -- Apply procedures for taking appropriate action in cases involving narcotics, alcohol, or irrational behavior. -- Qualify and maintain firearms proficiency. -- Comply with rules of evidence applicable to statements, interviews, interrogations, searches, and seizures. -- Perform liaison with other law enforcement personnel. -- Provide for public safety by maintaining order, responding to emergencies, protecting people and property, enforcing motor vehicle and criminal laws, and promoting good community relations. -- Patrol specific area on foot, horseback, or motorized conveyance, responding promptly to calls for assistance. -- Issue citations or warnings to violators of motor vehicle ordinances. -- Direct traffic flow and reroute traffic in case of emergencies. -- Inspect public/command establishments to ensure compliance with rules and regulations. -- Investigate traffic accidents and other accidents to determine causes and determine if a crime has been committed. -- Review facts of incidents to determine if criminal act or statute violations were involved. 	1500