



### **Knowledge of:**

- Modern office practices, methods, and computer equipment.
- Procedures, methods and techniques of civil service process law enforcement
- Pertinent federal, state and local laws, codes and regulations
- Standard police practices, methods, and procedures.
- P.O.S.T. investigative methods
- Arresting and corrections procedures
- Police terminology and practices
- Good public relations skills
- Police training procedures
- Business communications skills
- Good leadership skills
- Methods of investigation, apprehension, and rules of evidence.
- Fingerprinting techniques
- Interview and interrogation techniques
- The safe and appropriate use of firearms and other police related tools.

### **Ability to:**

- Apply principles and techniques of modern crime prevention, investigation, apprehension, rules of evidence and all other aspects of law enforcement.
- Maintain composure under adverse conditions such as public harassment, critical injuries and death.
- Utilize good public relations skills
- Communicate clearly and concisely, both orally and in writing.
- Use good leadership skills.
- Analyze situations quickly and objectively and to recognize actual and potential dangerous situations, and to determine proper course of action.
- Establish and maintain effective working relationships with employees, the public and other Law Enforcement Agencies
- Read, comprehend and interpret complex laws, ordinances, plans and orders.
- Present evidence in court effectively; skill in observation and remembering details such as names, faces, and incidents.
- Maintain and a continual working relationship with the District Attorneys office.
- Properly operate city vehicle

### **Special Requirements**

Residency Requirement: Must be able to respond within 30 minutes from residence.

### **Experience, Education and Training:**

Any equivalent combination of training, education and experience which provides the individual with the required knowledge, skills, and abilities to perform the job. A typical way to obtain the required knowledge and abilities would be:

**Education:** High School Diploma or GED. Associates degree from an accredited college or university with major course work in police science, public administration or a related field preferred.

**Experience:** Police Officer with the Mesquite Police Department – MUST BE OFF PROBATION – and have 3 years law enforcement experience.

**Training:** Speak and write Spanish fluently preferred

License or Certificate: Must possess, at the time of employment and continuously throughout employment: a valid Nevada Class "C" driver's license, Nevada P.O.S.T. Category I Certification, First Aid and CPR certification, current on all Nevada P.O.S.T. and Department training.

## **WORKING CONDITIONS**

Work is performed under the following conditions:

### **Physical Requirements:**

Duties are performed both in an office environment and in an assigned area where the employee is exposed to varying and extreme weather conditions. Must have the capability to hear, speak and see to communicate with the general public. Must have the strength and ability to apprehend, subdue and restrain criminal offenders. Physical exertion may be required to climb stairs and over walls, run, bend, twist, reach, crawl through tight spaces, kneel in confined areas; sit for prolonged periods of time; move/push/pull or lift heavy objects exceeding 50 lbs; Subject to 24-hour call back for emergencies; great mental ability is required daily.

### **Job Hazards/Risk Factors:**

Employee risk physical hazard from violent, aggressive, and hostile people, a variety of weapons, noise, exposure to bio-hazard communicable diseases, hazardous materials, chemicals, bodily fluids, sharp objects, traffic, drugs and drug paraphernalia; high risk of civil litigation due to performance of duties.

**It is a condition of employment that any Commissioned Police Personnel hired into the Police Department after March 1, 2004, not use tobacco in any form both on and off duty for the duration of employment with the City.**

The City of Mesquite is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodation to qualified individuals. The City of Mesquite encourages both incumbents and individuals who have been offered employment to discuss potential accommodations with the employer.

Revised and approved: September 2002  
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