

Job Descriptions for Lincoln Police Department Lincoln, NH

Police Officer

Summary

The Police officer performs a variety of duties and tasks related to the protection of life, limb and property. The Police officer conducts investigations and patrols assigned areas, makes arrests, searches for suspects or missing persons, performs traffic enforcement activities, identifies and collects evidence, prepares offense reports and other documentation, testifies in court, depositions and hearings, performs public service functions including security checks, provides assistance and information to the public,

assists other governmental agencies, assists and transports mentally impaired or intoxicated persons, responds to a wide variety of emergency and non-emergency calls for service.

The most important and essential job function of the position is attitude and includes the following: getting along with co-workers, cooperating with co-workers, responding politely to customers, working as a team member, functioning under intense time pressure and responding in a positive manner to supervision.

The member may perform other related duties and tasks, as required and shall have the physical, mental and emotional abilities to perform the essential job duties of the position.

Education

High School or GED

Two year College Degree Preferred

Four Year College Degree Preferred

Required Education, Professional Certification or License:

Valid New Hampshire driver's license

State of New Hampshire Certification for full time police officer after completion of training in accordance with the New Hampshire Police Standards & Training Council or

comparable out of state training with the required NH Law Package.

Successful completion of the Lincoln Police Office Field Training Program

Required Professional Experience:

Prior law enforcement experience is preferred but not mandatory

Status Civilian Sworn Certified

Blood and Viral Pathogen Risk

[] No Risk [] Moderate Risk [X] Foreseeable Exposure

Environmental Conditions

Works with a great deal of autonomy requiring discretion and field decision-making	Some exposure to morbid crime scenes involving the human body
Physical acts requiring strength and endurance may be required	Involves exposure to dangerous and sometimes life threatening situations, events or persons
Works during inclement weather	Works with a firearm and other required weapons
Works under extreme varying degrees of stress	Work may involve rotating 12 hour shifts
Subject to call 24 hours a day	May have to inflict bodily harm or kill another human being

Required Skills and Knowledge

Knowledge of LPD General Orders	Knowledge of field sobriety testing
Knowledge of New Hampshire RSA's	Knowledge of crash investigation
Knowledge of Criminal Justice System	Ability to operate public address system
Knowledge of geographical area	Ability to conduct pat down and search for weapons
Knowledge of Resistance/Control Continuum	Ability to follow commands
Knowledge of communication radio codes, signals and Unit identifications	Ability to recognize basic signs and causes of death
Knowledge of Case Reporting Manual	Ability to disassemble and reassemble firearm
Knowledge of manufacture's standards	Ability to comprehend questions
Knowledge of issue weapon nomenclature	Ability to operate a motor vehicle
Knowledge of surfaces conducive to fingerprinting	Ability to read and write English
Knowledge of fingerprinting techniques	Ability to use approved defensive weapons
Knowledge of appearance of fingerprints	Ability to comprehend instructions
Knowledge of camera operation	Ability to perform minor vehicle maintenance
Knowledge of evidence handling	Ability to read gauges and odometers
Knowledge of types of evidence	Ability to operate calculator
Knowledge of evidence collection	Ability to evaluate
Knowledge of illegal substance appearance	Ability to read a map
Knowledge of narcotics field test procedures	Ability to comprehend
Knowledge of officer safety techniques	Ability to operate camera
Knowledge of case law	Ability to operate tape recorder
Knowledge of domestic violence procedures	Ability to listen and understand
Knowledge of child/elderly abuse procedures	Ability to detect suspicious activity
Knowledge of specialty team procedures	Ability to identify makes and models of vehicles
Knowledge of area characteristics	Ability to handle stress
Knowledge of first aid/CPR	Ability to locate vehicle identification number
Knowledge of crowd control techniques	Ability to evaluate credibility and reliability

Knowledge of human anatomy	Ability to identify suspicious activity and circumstances
Knowledge of firearm safety procedures	Ability to recognize potential hazard
Knowledge of public safety concerns	Ability to recognize informative placard or signs
Knowledge of building/area search techniques	Ability to recognize danger or hazard
Knowledge of mobile field force system	Ability to monitor radio traffic
Knowledge of defensive techniques	Basic English grammar skills
Knowledge of reference data	Computer skills
Knowledge of support units available	Basic mathematical skills
Knowledge of community services	Keyboarding skills
Knowledge of referral sources	Interpersonal skills
Knowledge of social and public assistance agencies	Organizational skills
Knowledge of abnormal behavior	Basic investigation skills
Knowledge of special function requirements	Interview skills
Knowledge of roadblock equipment	Observation skills
Knowledge of the effects of intoxicants/drugs	Tactical driving skills
Basic crime scene processing	Tactical communication skills
Weapons proficiency	Communications skills

Physical Requirements

Jump	Recognize colors
Climb	Ambulate independently
Drag/carry 150 lbs.	Agility
Crawl	Mobility
Bend/squat	Withstand chemical odor
Lift 150 lbs.	Strength to loosen lug nuts
Walk	Full range of motion
Run	Steady hands
Sit for long periods	Ability to distinguish colors
Stand for long periods	Upper body strength
See at normal range or with accommodation	Endurance
Hear at normal level or with accommodation	Contenance
Speak English understandably	Endure climatic extremes
Sense of smell	Balance
Manual dexterity	

Essential Duties

Court and Civil

Testify at trials, hearings or Grand juries	Serve subpoenas
Testify at deposition	Serve Restraining orders for protection

Documentation

Prepare original and supplemental reports	File complaint affidavits
Maintain issued equipment	Prepare correspondence
Maintain firearms	Maintain personal notes of warnings, arrests, or contacts
Inspect and maintain patrol vehicle	Update, maintain, review manuals and files
Review Be-On-the-Look-Out (BOLOs), patrol requests, and agent agreements	Review NH RSA's, Town Ordinances, General Orders, and agency directives
Maintain attendance records	

Evidence/property handling

Collect latent fingerprints	Secure evidence
Photograph persons, evidence and crime scene	Seize or confiscate illegal substances and apparatus
Seize, impound, or confiscate vehicles or property	Secure found or acquired property

Interview/interrogation

Interview victims, witnesses and/or informants	Complete field interrogation reports
Interview suspects	

Investigations

Investigate crimes against the state	Initiate persons crimes investigation
Investigate property crimes	Initiate death investigation

Patrol functions

Search buildings or grounds for evidence or suspect	Respond to alarm calls
Conduct active patrol in assigned area	Conduct self-initiated arrest
Conduct frisk or pat down search	Control disorderly or irate persons
Pursue vehicles in accordance with General Orders	Serve arrest warrant
Respond to rescue situations	Transport inmate or arrestee
Conduct felony stop	Locate or retrieve body
Respond to bomb threats	Examine abandoned vehicles
Respond to civil unrest or riots	Establish field contacts/confidential informants
Counsel persons involved in disputes	Escort funeral

Public Service

Conduct dwelling, building, or ground check	Assist other agencies
Provide information and referrals to citizens	Warn citizens of environmental dangers or property hazards
Investigate and isolate hazardous materials	Provide security for special functions
Assist mentally ill, retarded citizens or intoxicated persons	

Traffic enforcement

Conduct traffic stop Set-up and operate traffic controls	Conduct parking enforcement
Conduct DUI investigations	Conduct traffic crash investigation