

**TOWN OF RICHLANDS
DEPARTMENT OF POLICE
JOB DESCRIPTION**

Department: Department of Police
Job Title: Uniform Police Officer
Classification: Salary (Non-Exempt)
Reports To: Assigned Shift Commander

DUTIES AND RESPONSIBILITIES:

A Uniformed Police Officer is responsible for the efficient performance of required duties conforming to the rules, regulations and general orders contained in the department's rules and regulations. Duties shall consist of, but are not limited to general police responsibilities necessary to the safety and good order of the community. The uniformed police officer must apply community-oriented policing goals daily and shall thereby strive to identify problems and suggest strategies to combat problems, fully enlisting the support of citizens, and other officers, and government agencies. The officer must exercise flexibility and adaptability.

EDUCATIONAL:

High School Diploma or GED certificate required.

KNOWLEDGE, SKILLS AND ABILITIES:

Some knowledge of the philosophy, objectives, and methods of counseling, mediation, and community organization, some knowledge of the fundamental adolescent psychology; knowledge of police investigation techniques; general knowledge of rules of evidence and laws of search and seizure and interrogation; ability to analyze evidence; ability to question and interview skillfully; ability to organize and prepare clear and concise oral and written reports; skill in the use of firearms and police equipment; possession of physical ability and endurance; ability to establish effective working relationships with juveniles, parents, school officials, fellow workers, and the public; good moral character.

SPECIAL LICENSES OR CERTIFICATIONS:

A high school diploma or equivalent, current Virginia driver's license, graduate from a Certified Commonwealth of Virginia, Basic Law Enforcement Training Academy, must successfully complete the department Field Training Officer Program and any other required training.

BACKGROUND INVESTIGATION AND PRE-EMPLOYMENT REQUIREMENTS:

Applicant will be subjected to a pre-employment physical examination, drug screening, pre-employment polygraph examination, physical agility testing to include a timed 1.5 mile run and thorough background investigation and the applicant must not have any Criminal Record.

PHYSICAL STANDARDS:

Must be able to perform strenuous physical activities, to include a physical agility testing and a timed 1.5 mile run and current standards established by the Department of Criminal Justice Services, lifting, stretching and be able to subject themselves to long periods of sitting.

REPORTS TO:

A designated shift Commander, assigned Certified Field Training Officers.

SALARY RANGE:

\$29500.00 to \$44,000.00

APPLICATION DEADLINE:

Applications along with updated resume should be submitted to the Chief of Police, Frank Dorton, 1851 Cranwell Drive Richlands, VA. Position will remain open until filled. Must use Police Department application.