

GENESEE COUNTY

POLICE OFFICER

DISTINGUISHING FEATURES OF THE CLASS: This work consists primarily of routine patrol tasks. Has personal responsibility in an assigned district during a specified period for the enforcement of all laws and ordinances and the protection of lives and property. Assists in the investigation of criminal offenses and the apprehension of criminals. There is considerable independent responsibility for the exercise of sound judgment in emergencies. However, ordinary procedures and special assignments are usually carried out under immediate supervision. Does related work, as required.

TYPICAL WORK ACTIVITIES:

Patrols a specific district or beat on foot, on a motorcycle or in a radio cruising car;
Checks doors and windows of unoccupied business and residential property;
Investigates suspicious activities and makes arrests for violations of Federal and State and Local ordinances;
Escorts prisoners to jail and to court and has them booked on charges;
Watches for and makes investigations of wanted and missing persons and stolen cars and property;
Directs traffic and maintains order in crowds, parades and other public gatherings;
Directs the public and answers questions;
Reports serious defects in streets and in related matters requiring the attention of the public works department;
Sends and receives radio and teletype messages;
Assists in criminal investigations and apprehension of criminals;
Makes daily reports of activities;
May perform public speaking engagements to various groups on juvenile and/or adult crime prevention programs;

The above examples of duties are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND/OR PERSONAL CHARACTERISTICS: Working knowledge of N.Y.S. Penal Law, Criminal Procedures Law and the motor vehicle and traffic laws; working knowledge of first aid methods; good social and general intelligence; ability to be courteous yet firm with the public; ability to understand and carry out complex oral and written directions; good knowledge of first aid methods; good judgment; some skill in the use of firearms; good powers of observation and memory; excellent moral character; physical strength and agility; such physical condition as to meet the requirements prescribed by the Municipal Police Training Council.

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MINIMUM QUALIFICATIONS: Possession of a high school diploma or an equivalency diploma recognized by the New York State Department of Education.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Candidates must be able to meet all of the requirements for appointment set forth in Section 58 of the Civil Service Law.

All qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

Non-Competitive Class (PT) in Village of Corfu & Village of LeRoy only

Competitive Class

Revised 4/16/76

5/1/85

Removed PT from NC Class 8/11/93

Revised 4/2/03

Revised 12/20/17

Revised 6/14/24