



City of Phoenix POLICE RECRUIT (Non-classified)

JOB CODE 62200

Effective Date: 04/92

DISTINGUISHING FEATURES OF THE CLASS:

The fundamental reason this classification exists is to serve as an entry level trainee class for general duty police work. Employees in this class are required to attend the Phoenix Regional Police Academy for training in community relations, patrol methods, traffic control, causes of criminality, courtroom procedures, investigating methods, fingerprinting and other crime prevention and law enforcement topics through classroom training and field observation. After successful completion of the Police Academy, employees are promoted to the class of Police Officer. Police Recruits report to a Recruitment Training Officer and Class Sergeant.

ESSENTIAL FUNCTIONS:

Learns to:

- Patrol a designated area of the City by radio equipped car or on foot to discover, prevent and deter the commission of crimes, enforce criminal law, direct traffic, and to enforce motor vehicle operation and parking regulations;
- Respond to calls involving automobile accidents, fire, domestic and neighborhood disturbances, assaults, robberies, and other misdemeanors and felonies;
- Secure the scene of the crime, administer first-aid, conduct preliminary investigations, gather evidence, obtain witness statements, make arrests, and prepare detailed reports;
- Interview persons with complaints and make proper disposition or direct them to the proper authorities;
- Maintains regular and reliable attendance.
- Demonstrates superior seamless customer service, integrity, and commitment to innovation, efficiency, and fiscally responsible activity.

Required Knowledge, Skills and Abilities:

Knowledge of:

- The geography of the City and the location of buildings.



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Ability to:

- Acquire a knowledge of police methods, practices, procedures and techniques and apply this knowledge to specific regulations.
- Work cooperatively, courteously, but firmly with all segments of the public.
- Evaluate a situation and make decisions as to appropriate action under pressure in accordance with rules, regulations, and policies.
- Observe and monitor people's behavior or objects to determine compliance with laws, codes and regulations, and accurately recollect details.
- Produce written documents in the English language with clearly organized thoughts using proper sentence construction, punctuation, and grammar.
- Pass a City of Phoenix examination to meet A.L.E.O.A.C. standards.
- Demonstrate physical fitness by successfully scaling a 6 foot block wall, completing the obstacle course and meeting minimum requirements in the 1.5 mile run, sit-ups, and bench press.
- Remain in a standing or sitting position for extended periods of time.
- Communicate in the English language by phone, police radio system, or in person in a group or one-to-one setting.
- Learn, understand, make inferences, interpret, and enforce federal, state, and city laws, codes and regulations.
- Learn job-related material through structured lecture and reading written material presented in the English language. This learning takes place mainly in a classroom setting.
- Use and properly care for firearms and related police emergency equipment.
- Work in a variety of weather conditions with exposure to the elements.
- Work safely without presenting a direct threat to self or others.

Additional Requirements:

- Candidates for positions in this class are required to: be at least 20 years of age; be a U.S. citizen; receive a Class 1 rating on the City of Phoenix physical examination; meet appropriate polygraph and background standards; and successfully complete the requirements of the Police Academy.
- Some positions require the use of personal or City vehicles on City business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have an acceptable driving record. In addition, individuals may be required to pass an Arizona Department of Transportation physical exam and possess the appropriate commercial driver's license (CDL). Pre-employment drug testing is required for CDL positions. Employees in CDL positions will be subject to unannounced alcohol and drug testing as a condition of continued employment. Use of a personal vehicle for City business will be prohibited if the employee does not have personal insurance coverage.



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- Some positions will require the performance of other essential functions depending upon work location, assignment, or shift.

ACCEPTABLE EXPERIENCE AND TRAINING:

Completion of high school or G.E.D. high school equivalency test.