

Job Description
Marblehead Police Department
Police Officer

1. Job Title: Police Officer

2. Definition: A Police Officer is a front-line law enforcement position. A police officer must be a person of integrity who can exercise independent judgment in stressful situations and who is able to perform physically demanding tasks. The employee will be responsible through the chain of command to the Chief of Police.

3. Equipment/Job Location:

a. The employee will operate law enforcement equipment including police vehicles with all emergency equipment, mobile radios, portable radios, body worn cameras, recorders, fingerprint equipment, fax machines, mobile data terminals, radar equipment, as well as both lethal and non-lethal weapons such as pistols, rifles, shotguns, expandable batons, Tasers, and OC spray.

b. Work will generally be performed within the limits of the Village of Marblehead. The employee will be exposed to all types of weather, some of which may be inclement. Work may involve exposure to dangerous conditions and situations.

4. Essential Functions of the Job

a. Protects persons and property in both routine and emergent situations

b. Preserves the peace by using lawful authority to manage and defuse conflict situations.

c. Provides information and assistance to members of the public.

d. Understands and validly enforces federal and state laws and local ordinances while exercising good judgement and reasonable discretion.

e. Independently patrols assigned areas to prevent and detect criminal activity.

f. Investigates accidents and crimes.

g. Issues criminal and traffic charges and conducts searches of persons and property.

h. Pursues fleeing suspects both on foot and in a vehicle.

- i. With exercise of reasonable force, subdues and maintains physical control over violent or uncooperative subjects.
- j. Prepares complete and accurate records as necessary.
- k. Testifies in court proceedings.
- l. Safely and appropriately operates motor vehicles and department issued equipment.
- m. Carries and, as necessary, uses firearms and other defensive weapons in accordance with official training.
- n. Works cooperatively with peers and supervisors.
- o. Understands and follows village and departmental rules, policies, procedures, and general orders.
- p. Stands, sits, walks, and runs intermittently.

5. Additional Examples of Work Performed:

- a. Performs other duties and special projects as assigned.

6. Required Knowledge, Skills, and Abilities:

- a. Must meet all requirements to be certified as a peace officer as established in the Ohio Revised Code.
- b. Must be at least 21 years of age at the time of appointment.
- c. Must possess a valid driver's license with the ability to safely operate motor vehicle.
- d. Must be a citizen of the United States.
- e. Submit and pass drug and alcohol screening.
- f. Must be a high school graduate or possess a GED.
- g. Must not be under indictment for, or have been convicted in any court of, a crime punishable by imprisonment for a term exceeding one year.
- h. Must not be a fugitive from justice.

- i.** Must not be an unlawful user of or addicted to a controlled substance.

- j.** Must not have been adjudicated as a mental defective or have been committed to any mental institution.

- k.** Must not have been discharged from the armed forces under dishonorable conditions.

- l.** Must not at any point have renounced their citizenship.

- m.** Must not be subject to any court order restraining such person from stalking, harassing, or threatening an intimate partner of such person or child of such intimate partner or person, or engaging in other conduct that would place in intimate partner in reasonable fear of bodily injury to the partner or child.

- n.** Must not have been convicted in any court of a misdemeanor offense of domestic violence.

- o.** Possess good moral character as determined by a thorough background investigation conducted by the Marblehead Police Department.

- p.** Pass a medical and physical examination by a licensed physician selected by the Village of Marblehead.

- q.** Possess the physical ability to run and the strength to apprehend violators of the law.

- r.** Possess the temperament and good judgement to effectively and diplomatically deal with all members of the public, including those who are irate and unreasonable.

- s.** Must have completed all training requirements to be eligible for certification as a peace officer as determined by the Ohio Peace Officer Training Academy at the time of appointment.

- t.** Must be able to work various shifts, flexible hours, and holidays as needed. Some overtime may be required.