

POLICE OFFICER		TYPICAL DUTIES AND RESPONSIBILITIES		Interest	Skill
Name:		Today's Date: 1/28/08		self-rated	self-rated
Using the rating scale below, note how					
a) <i>interested</i> you are in doing this kind of work, and					
b) how skilled you are performing this function/role.					
Scale:	1	2	3	4	5
	Very Little		Average		A Great Deal
Patrol an assigned district to enforce laws, detect and prevent crime, and protect life and property.				5	5
Apprehend and arrest law violators, make written reports of crimes, and assist in the prosecution of law violators to include probable cause arrests.				5	5
Be knowledgeable of all appropriate court decisions and changes in the law.				4	4
Collect and preserve evidence at crime or accident scenes and protect scenes. Evaluate those crime scenes for further investigation.				5	5
Take appropriate action at domestic and neighborhood disputes.				5	5
Enforce traffic laws and make written reports of motor vehicle and other accidents. Saturate select areas with traffic enforcement to decrease accident frequency and improve traffic flow.				4	4
Investigate and reconstruct serious or fatal traffic accidents.				5	5
Recover and assume preliminary custody of lost, stolen, or abandoned property.				5	5
Direct vehicular and pedestrian traffic or escort parades.				5	5
Respond to residential and business alarms for intrusion, robbery, or unknown emergencies.				5	5
Protect the rights and safety of individuals at civil disturbances and labor management disputes.				5	5
Administer intoxilyzer tests and videotape suspects.				5	N/a
Open locked car doors or dwellings for citizens under emergency circumstances.				5	5
Assist with protecting political figures and dignitaries.				5	5
Make decisions to remove vulnerable adults and children from their unsafe environment and place into protective custody. Prepare initial reports on missing or vulnerable children or adults.				5	5
Draft and execute search warrants. Establish probable cause for search warrants, prepare and execute the same.				5	5
Provide emergency road service.				5	5
Assist ambulance personnel with uncooperative patients.				5	5
Assist physically or mentally disabled individuals.				5	5
Conduct surveillance of suspected criminal activity.				5	5
Provide undercover operations to identify and apprehend suspects.				3	5
Initiate and conduct investigational or inspectional duties.				5	5
Interview and/or interrogate witnesses, victims and suspects and draft formal statements for presentation in court.				5	5
Mark and tag vehicles in enforcing parking regulations.				5	5
Testify in court on criminal and civil matters.				5	5
Initial report and investigations if felonies.				5	5

Administer emergency first aid and perform rescue functions.	5	5
Act as desk officer and take appropriate action on the spot.	5	5
Operate various computer programs of databases to enter and retrieve essential information.	5	3
Act as a Field Training Officer (FTO), supplementing academy instructions through field experience and serving as a final step in the officer selection process. Evaluate recruit officers on a daily basis and share information with supervisors.	5	5
Conduct follow-up investigations for criminal prosecution on traffic and criminal complaints.	5	5
Other parts of your job not listed above. List those things the job requires not listed and rate them.		
Drive a marked squad.	5	5