

City of Marietta, Oklahoma

Job Description

Position Title:	Police Officer I	Department:	Police
Pay Grade:	P	Supervisor:	Chief of Police

Position Purpose:

This position performs police patrol, investigation, traffic regulation, and related activities in the protection of life and property through the enforcement of laws and ordinances. Every officer is required to know and to fulfill these obligations to the best of their ability and to follow every order of their supervisors unless such order is illegal or immoral.

Essential Functions:

- To enforce all city ordinances, state statutes, and federal law.
- Work on rotating shifts to perform the basic function of patrol using the methods for patrolling property and watch for violations of the law as instructed in basic training.
- To investigate completely, fairly and objectively and to properly report any offenses brought to their attention including traffic accidents and issues that may not rise to the level of being a criminal offense.
- To properly detain, question and to arrest when necessary those persons that violate the law or are wanted by the issuance of a valid arrest warrant.
- To issue traffic citations as required to maintain public safety and based on legal precedent that allows for the citing of drivers who violate the law.
- To report to court when so ordered and to testify truthfully to the facts.
- To participate in those circumstances that provide for opportunities to further the department's professional image, to promote good relations between the citizens and the police and to treat each person as valuable regardless of title, positions, race, sex, ethnicity, color, national origin or economic status.
- To be consistently aware of and to report such conditions or situations, as may pose a threat to public safety such as traffic conditions, hazards, inclement weather, debris or damaged traffic control devices.
- To maintain all issued equipment and the police vehicle in clean condition and in good working order.
- To maintain a professional appearance by keeping the police uniform clean and pressed with all equipment serviced and in order.
- To provide necessary assistance to fellow officers and to those officers of other law enforcement agencies whenever requested.
- Respond to and handle calls regarding animal control issues
- Respond to and handle calls regarding questionable juvenile activities
- Conduct criminal investigation in a professional manner, giving special consideration to the collection of evidence necessary to successfully prosecute the crime.
- Other duties as assigned.

Education

- State Certified High School diploma or GED

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State of Oklahoma Requirements:

- Valid Oklahoma State Driver's License
- Must be able to obtain CLEET certification within 1 year of hire date
- Must be 21 years of age
- Must be United States Citizen or legally able to work in the United States
- If military service, must have Honorable discharge
- Have no felony convictions, domestic violence incidents or crimes of moral turpitude
- Not have been involuntarily committed to a mental institution

Physical and Environmental Requirements:

The following physical and environmental activities and conditions represent those that must be met by and employee to successfully perform the essential functions of this job.

Physical Activities	None	Under 1/3	To 2/3	Over 2/3	Physical Activities	None	Under 1/3	To 2/3	Over 2/3
Stand			X		Lift over 100 pounds		X		
Walk			X		Work Indoors		X		
Sit			X		Work Outdoors				X
Use hands to finger, Handle, and feel				X	Normal Vision with or without corrective lenses – close vision, distance vision, peripheral vision, depth vision, night vision, and adjust focus. Moderate to high Noise Level Moderate to high exposure to armed/dangerous persons, dangerous animals, communicable diseases, hazardous emergency driving, natural and man-made disasters, and hazards associated with traffic				
Climb or balance			X						
Stoop, kneel, crouch, crawl, run and jump			X						
Talk and hear				X					
Taste and Smell		X							
Lift up to 25 pounds				X					
Lift up to 50 pounds			X						

Conditions of Employment:

- Subject to post offer, pre-employment drug screen
- Subject to post offer, pre-employment physical fitness screen
- Subject to post offer, pre-employment background check
- Must be at least 21 years of age

This is a Safety Sensitive position:

This job has been classified as a “safety sensitive” position as defined by the United States Department of Transportation drug and alcohol testing regulations, the Oklahoma Standards for Workplace Drug and Alcohol Testing Act and/or Oklahoma Medical Marijuana laws. In this position, you will be subject to drug and alcohol testing, which might include random testing. Marijuana is one of the substances included in the drug panel screening. Possession of a Medical Marijuana license will **not** excuse you from the testing process, or the consequences of testing positive for Marijuana.