**Patrol Officer**

**Salary:**  $33.40 – $50.10 per hour

**Location:**Waxahachie, TX (This position service area is in Ellis, Kaufman, Henderson, and Freestone Counties.)

**Position Summary:**

The Patrol Officer performs a wide variety of lead patrol and related duties including but not limited too; crime prevention, protection of life / property, protection of the environment, enforcement of laws / ordinances.

Officers are required to investigate crimes / accidents, prepare cases and testify in court.  Officer’s serve in specialized departmental roles as assigned; provide information and assistance to the public, other internal district departments and outside agencies.

**Essential Functions and Responsibilities:**

The duties listed below are intended only as illustrations of the various types of work that may be 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 this position.

* Performs routine patrol within the geographical boundaries of the District utilizing various assets including patrol vehicle, watercraft, ATV’s and bicycles to secure life and property, observe situations, report suspicious or criminal activity, hazardous conditions and deter crime by providing high visibility
* Responds to emergency calls for service including, watercraft accidents, suspicious activities and other incidents to protect public safety, property and to resolve conflicts, diffuse situations and enforce laws and ordinances
* Provides information, directions and assistance to the public in a variety of situations; takes reports and assists the public with complaints or unusual situations
* Develops and maintains effective working relationships, maintains equipment, and facilities
* Observes, monitors and controls routine and unusual District property traffic; including those on land and water. Stops and warns operators or issues citations as appropriate; provides assistant presence to other agencies and assists in incident situations, special events or other congested situations
* Makes arrests and serves warrants and subpoenas; takes individuals into custody and transports to appropriate jail facilities
* Secures crime scenes and evidence; interviews suspects, victims and witnesses; collects and preserves evidence; performs complete investigations and/or cooperates with other law enforcement agencies providing investigative and case development support
* Provides mutual aide to other law enforcement agencies as dispatched and in accordance with Division guidelines
* Prepares reports, investigations and files cases with prosecutors; prepares and maintains logs, records, and files
* Serves writs, warrants, subpoenas and other legal documents
* Required to be on call as scheduled
* Must maintain residence within 20 minutes of the Eagle Mountain Lake Law Enforcement Division Office to facilitate a timely response in emergency situations (only applies to officers assigned to Tarrant County)
* Participates in educational programs designed to educate the public as to the rules and regulations of the District as well as promote Water Safety
* Subject to restrictive and / or non- restrictive on call status
* Maintain familiarity with strategic District levels of service
* Continuous improvement monitoring and innovation efforts
* Perform other duties as required

**Required Experience:**

* None

**Desired Experience:**

* Two (2) years as a police officer

**Required Education/Certification/License:**

* High School Diploma or GED
* Must successfully complete Marine Vessel Operations Courses and Marine Law Enforcement Courses as prescribed by the District
* Must meet continuing education requirements as established by the Texas Commission on Law Enforcement
* State of Texas Basic Peace Officer License
* Texas Boater Safety Certified
* Must be certified or complete certification upon hire as a Texas Marine Safety Enforcement Officer
* Must be certified or complete certification upon hire in the use of Standardized Field Sobriety Tests
* Valid Texas driver’s license

**Desired Education/Certification/License:**

* None

**Required Residency:**

* Must maintain residence within 20 minutes of the Eagle Mountain Lake Law Enforcement Division Office to facilitate a timely response in emergency situations (only applies to officers assigned to Tarrant County)

**Success Factors/Job Competencies:**

* Must be proficient in the use of District vehicles and equipment with emphasis on watercraft, firearms, personal computer and specialized testing equipment
* Good communication skills are a must
* Ability to work without direct supervision
* Ability to lead and influence others
* Ability to understand and follow instructions
* Uphold safety standards
* Clean and organized work environment
* Computer skills
* Ability to communicate and work well with other departments

**Physical Demands and Work Environment:**

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

* **Physical / Mental demands:**
  + Satisfactory result must be achieved after thorough psychological examination administered by approved authority.
  + Must maintain a physical fitness level such that the officer is able to perform his or her duties for extended periods of time in various weather conditions and temperatures.
  + Requires sight, hearing, and speech in the processing of paperwork and interaction with other organizations / public.
  + Requires the ability to read, write and communicate at a level such that material can be prepared and personnel may be directed.
* **Work environment:** While performing the duties of this job, the employee occasionally resides within an office or cubicle and frequently performs field work that will expose the employee to weather conditions prevalent at the time.