

POLICE OFFICER

(Competitive Class)

GENERAL STATEMENT OF DUTIES

Performance of routine work of the police department as specially assigned while being trained on the job for the more responsible and skilled work required of a First Class Police Officer; or act as night jailer and perform all duties related thereto, as required.

DISTINGUISHING FEATURES OF THE CLASS

Work in this class involves limited phases and responsibilities of law enforcement for new employees entering the service of the department. Employees work along with and receive assistance from older employees of the department, and are taught the fundamentals and more advanced phases of police work by superior officers who closely supervise their performances. Persons in this class must successfully pass departmental progress tests before getting confirmed as regular and permanent employee in this class.

EXAMPLES OF WORK

(Illustrative only.)

Assist in patrol work;

Mark cars for overtime parking;

Answer questions for and direct public;

Assist children, crippled, blind, or elderly persons in crossing streets, etc.;

Help maintain order in crowds and at public gatherings;

Attend classes of instruction, read and study assigned materials, and generally prepare for the performance of work and promotion to Police Officer First Class.

REQUIRED KNOWLEDGES, SKILLS, AND ABILITIES

Good general intelligence;

Fair knowledge of the city including location of principle streets and buildings;

Ability to drive an automobile or motorcycle;

Ability and willingness to read, understand, and follow written and oral instructions.

QUALIFICATION REQUIREMENTS

Minimum age, twenty-one (21) years;

Must be a high school graduate;

Must successfully pass civil service test testing aptitude for beginning work in this class;

Must successfully pass a medical examination assuring good health sufficient to indicate, in the opinion of the local civil service board, the physical ability to satisfactorily perform the required work and must successfully pass an agility test and psychiatric examination before appointment from employment list;

Must be fingerprinted and photographed by the Bogalusa Police Department prior to acceptance of application;

A certified photostat of each applicant's birth certificate must accompany application for admission to examination.

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	06-18-68
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