



City of Brookings

898 Elk Drive, Brookings, OR 97415

(541) 469-2163 Fax (541) 469-3650

www.brookings.or.us

Job Opening: Police Officer
Closing Date: Open Until Filled
Salary Range: \$3313.00 - \$4440.00 Per Month

DUTIES AND REPOSIBILITIES

DEFINITION. Is the basic police officer charged with the responsibility of fulfilling the police mission at the primary level of execution; prevents and represses crime through patrol activities; enforces the city ordinances, state and federal laws, apprehends offenders and secures compliance in lesser non-criminal matters; performs other related activities peripheral to basic police duties in the area of community relations.

TYPICAL DUTIES

1. Operates a mobile radio patrol unit in an assigned area, engaging in routine patrol activity, traffic enforcement and responding to requests for police service.
2. Makes preliminary investigations of crimes and other offenses, completing the investigations in certain categories.
3. Investigates traffic accidents and other traffic matters.
4. Conducts field interrogations where necessary in areas and at time dictated by current criminal activity.
5. Carries out miscellaneous non-operational functions, such as jail duties, records and identification procedures, dispatching and courtroom duties.
6. Keeps informed on current crime problems and engage in tactical operations as directed; is constantly aware of possible vice or narcotic violations, reporting such conditions immediately to the department.
7. Understands the role of a city employee and is alert to non-police problems and hazards in the community, taking whatever action is necessary to correct the problem.
8. Represents the department and the city in public relations activities, educational programs and in daily contact with the public.

MINIMUM QUALIFICATIONS AT ENTRY LEVEL

- High school graduate or equivalent.
- Possession of a valid Oregon driver's license.
- Excellent physical condition.
- Good moral character.