



CITY OF MT. PLEASANT POLICE OFFICER

GENERAL SUMMARY:

Under the general supervision of departmental employees of a higher classification, performs a variety of police functions, including patrol, investigation, and communication to prevent, detect, or reduce crime and to enforce state and local laws and ordinances.

TYPICAL DUTIES: (By illustration and not limitation)

- Patrols assigned streets and public and private properties utilizing various modes of transportation to prevent crime and to observe traffic for violations of traffic laws and ordinances, enforce parking violations, direct or reroute traffic, assist motorists and pedestrians, investigate causes and results of accidents, issue tickets or make arrests.
- Responds to citizen complaints such as break-ins, robberies, domestic quarrels, assaults, excessive noise; assist complaints and conduct preliminary investigations by interviewing victims and witnesses, gathering evidence and preparing investigation report.
- Follows up on preliminary investigation of routine complaints; sketches scenes of crimes or accidents, collects latent fingerprints, secures area for further investigation, and assists in the investigation of major or complex cases, such as arson, rape, suicide, or murder, and appears in court to testify on cases.
- Assists in controlling large crowds and secures areas of fire control, accidents, and other activities and congested areas.
- Assists in transporting inmates, takes finger prints, and prepares fingerprint cards; accompanies mentally ill persons in transit.
- Searches crime suspects or arrested persons and seizes material evidence for investigation.
- Maintains logs and files daily activity report with superior officer.
- Utilizes a variety of equipment, materials, and communication devices, such as photography, emergency flares, first-aid kits, 2-way vehicle radio, handcuffs, firearms, radar, gas mask, baton, computer, Internet, and laser radar in a safe and efficient manner.

CITY OF MT. PLEASANT
POLICE OFFICER
(continued)

- Employee must demonstrate proficiency with a variety of weapons, including less than lethal weapons.
- Performs related work as requested.

MINIMUM REQUIREMENTS:

- Must meet the education and training requirement of the Michigan Council on Law Enforcement Standards (MCOLES).
- Valid Michigan Operator's License and a safe driving record.
- Demonstrated abilities to independently and cooperatively plan, organize, prioritize, coordinate and evaluate multiple events and activities; and actively participate in the building and maintenance of successful work teams.
- Ability to effectively communicate, orally, and in writing with team members, colleagues, and the public regarding any aspect within the scope of responsibility; ability to establish and maintain partnerships and positive working relationships with the public, non-profit and government agencies, the business community and other employees; ability to effectively understand and follow oral and written instructions; and possession of a successful history of using proven problem solving techniques to resolve issues and conflict inside and outside the department.

PHYSICAL/MENTAL DEMANDS AND WORK ENVIRONMENT:

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

While performing the duties of this job, the employee is regularly required to walk, stand; use hands to manipulate, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; write, talk, hear and effectively communicate; and taste or smell. The employee must have the ability to respond from a period of inactivity to full physical exertion and mental performance within seconds and the proven ability to work at all heights. The employee frequently is required to walk, lift, carry, and/or move up to up to 150 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus through natural or corrected vision. Must possess the ability to drive self when on patrol, under all weather conditions, at high speeds, to attend meetings/training sessions and accident scenes; analyze, reason, supervise, evaluate, organize and handle the mental and physical stress associated with general law enforcement and accident scenes.

**CITY OF MT. PLEASANT
POLICE OFFICER
(continued)**

While performing the duties, the employee is frequently exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; extreme cold and extreme heat. The employee may occasionally be exposed to risk of electrical shock, explosives, vibration, fumes or airborne particles, toxic or caustic chemicals, and outside weather conditions. Must possess the mental abilities to analyze, reason, comprehend, evaluate, organize, often under stressful situations, particularly in the area of use of force. Must be capable of handling the stress associated with exposure to verbally abusive, physically aggressive and violent individuals as well as the other responsibilities of the position. The noise level in the work environment is moderate to loud.

All job functions are considered essential.

6/78, 10/07, 2/09, 5/12

Employment Standards for Michigan Law Enforcement Officers

The chart below outlines the selection and employment standards published by the Michigan Commission on Law Enforcement Standards (MCOLES). By law, no person shall be employed as a law enforcement officer unless they fully comply with these standards. Agencies may set standards higher than these, however, the burden is upon the agency to defend the job relatedness of the higher standard.

Agencies must screen all preservice, agency employed recruits, or reciprocity candidates considered for employment for compliance with all standards.

The selection and employment standards published under the authority of Public Act 203 of 1965 are found in Rules 28.14203, through 28.14207 of the Michigan Administrative Code of 1979, as amended

**Michigan Commission on Law Enforcement Standards
106 W. Allegan, Suite 600
Lansing, MI 48909**

Category	Standard	Comments
Age	Not less than 18 years.	No maximum age
Citizenship	United States Citizenship.	
Education	High school diploma or GED.	A college degree from an accredited institution is evidence of complying with this standard.
Felony Convictions	No prior felony convictions.	Includes expunged convictions.
Good Moral Character	Possess good moral character as determined by a favorable comprehensive background investigation	Includes arrest and expunged convictions, all previous law violations and personal protection orders.

**CITY OF MT. PLEASANT
POLICE OFFICER
(continued)**

	covering school and employment records, home environment, and personal traits and integrity.	
Driver's License	Possess a valid operators or chauffeur's license.	May not be in a state of suspension or revocation
Disorders, Diseases or Defects	Be free from any physical defects, chronic diseases, or mental and emotional instabilities which may impair the performance of a law enforcement officer or which might endanger the lives of others or the law enforcement officer.	This includes, but is not limited to, diseases such as diabetes, seizures and narcolepsy. Each case shall be investigated to determine its extent and effect on job performance. The evaluation should include the expert opinion of a licensed physician specializing in occupational medicine.* See below for mental and emotional instability standard.
Hearing	Initial unaided testing involves pure tone air conduction thresholds for each ear, as shown on the pure tone audiogram, shall not exceed a hearing level of 25 decibels at any of the following frequencies: 500, 1000, 2000, 3000; and 45 decibels at 4000 Hertz.	Initial testing may be performed by a certified hearing conservationist, a licensed hearing aid specialist or a licensed audiologist. See Note for individuals requiring additional unaided or aided testing requirements by a licensed audiologist. *
Height/Weight	Height and weight in relation to each other as indicated by achieving an acceptable score on the body mass index (BMI) as approved by the commission.	A licensed physician shall make this determination. A Body Mass Index (BMI) of 35 or more will require further medical evaluation. For more information contact the Standards Compliance Section at (517) 322-6525
Mental/ Emotional Disorders	Be free from mental or emotional instabilities which may impair the performance of the essential job functions of a law enforcement officer	Mental and emotional stability may be assessed by a licensed physician, or a licensed psychologist or psychiatrist. MCOLES may require the examination be conducted by a license psychologist or psychiatrist. **

**CITY OF MT. PLEASANT
POLICE OFFICER
(continued)**

	or which might endanger the lives of others or the law enforcement officer.	
Physical Integrity	Be free from any impediment of the senses, physically sound and in possession of extremities, and well developed physically.	A medical examination shall be conducted by a licensed physician to assess compliance with the standard. Discrepancies shall be evaluated for the ability of the applicant to perform essential job functions. **
Vision, Color	Possess normal color vision without the assistance of color enhancing lenses.	The unaided eye shall be tested using pseudoisochromatic plates. The Farnsworth Dichotomous D-15 panels shall be used for any candidate who fails the pseudoisochromatic plates.
Vision, Corrected	Possess 20/20 corrected vision in each eye.	No uncorrected standard
Vision, Normal Functions	Possess normal visual functions in each eye.	Includes peripheral vision, depth perception, etc.
Reading and Writing	Pass the MCOLES reading and writing examination or an approved agency equivalent examination.	Does not apply to Recognition Prior Training & Experience Program Students
Physical Fitness	Pass the MCOLES physical fitness pre-enrollment examination. This does not apply to Recognition of Prior Training & Experience Program students.	Pre-enrollment testing is required for admittance to an approved training program, however this standard is fulfilled only upon successful completion of physical fitness training.
Police Training	Successfully complete the MCOLES mandatory basic training curriculum.	This may be done by completing successfully, an approved college preservice program or a basic training academy. Candidates seeking reciprocity from other states may apply for the Recognition of Prior Training and Experience Program.

**CITY OF MT. PLEASANT
POLICE OFFICER
(continued)**

Licensing Examination	Pass the MCOLES licensing examination upon the completion of basic training.	For reciprocity candidates, successfully complete the Recognition of Prior Training and Experience Program and licensing examination.
Fingerprinting	Fingerprint the applicant with a search of state or federal fingerprint files to disclose criminal record.	Includes expunged convictions.
Oral Interview	Conduct an oral interview to determine the applicant's acceptability for a law enforcement officer position and to assess appearance, background and the ability to communicate.	
Drug Testing	Cause the applicant to be tested for the illicit use of controlled substances	Must use a Commission certified laboratory and comply with Commission procedures.

*Agencies with an applicant who fails the **initial** hearing standard should contact the MCOLES Standards Compliance Section for additional unaided and aided hearing criteria as well as testing protocols .

**Agencies are encouraged to request the assistance of the Standards Compliance Section of MCOLES when their employment process reveals that a candidate may not comply with a state standard. This is particularly true with medical conditions which may involve circumstances unfamiliar to the agency and which require medical opinions. Please call (517) 322-1417 with any questions.