

**TOWN OF GRANBY**POLICE OFFICEROBJECTIVES

Under the general direction of the Chief of Police or designated superior officer, participates in the operations and activities of the department to achieve the maintenance of law and order, the protection of life and property from criminal activity, and to provide assistance to the public as required.

ESSENTIAL FUNCTIONS

Patrols an assigned area to prevent and detect violations of laws and ordinances.

Maintains order and protects life and property.

Directs traffic, investigates traffic violations, and issues traffic warnings and citations to violators.

Writes clear and concise case and accident reports as required.

Investigates non-criminal and criminal complaints and makes investigations of violations of laws and ordinances including searching and interviewing suspects and witnesses, and writes reports for same and takes appropriate follow-up action.

Testifies in court in regards to matter which he/she has knowledge.

Utilizes technical aids such as photography, fingerprinting, communications, intoximeter, collection and preservation of evidence, specialized police weapons and traffic radar in the furtherance of the department's mission.

May be required to perform special or extra duty as assigned.

May be required to conduct specialized training or instruction, classroom instructions, and/or community relations programs.

May act as "Officer in Charge" as assigned.

Performs related work as required.

### REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge and understanding of Police Activity and the mission of the department.

Ability to learn and apply modern police methods and techniques in interviewing and investigating a crime.

Ability to utilize technical aides techniques such as photography, fingerprinting, communications, collection and preservation of evidence, and specialized police weaponry.

Ability to act independently and use own initiative in emergency situations.

Ability to understand and enforce laws dealing with criminal acts.

Ability to write thoroughly documented case and accident reports that may be used for court presentation and other reports as required.

Ability to deal effectively with Town and State officials, outside law enforcement agencies and the public.

### REQUIRED EQUIPMENT OPERATION

Operates motor vehicles, motorcycles, firearms, cameras, oxygen unit, snare, life jacket, radios, telephones, computers, wheel chairs, ambulance stretchers; operates equipment as required including, but not limited to, calculators, adding machines, copying machines, typewriters, fire extinguishers, handcuffs, baton, hand truck, light trucks, flares, ropes, ladders, radar, intoximeter, drug identification kits and crime scene equipment.

### REQUIRED PHYSICAL EFFORT

Sitting at a desk or standing at an assigned location and working continuously for extended periods of time; carrying persons, supplies and equipment which exceeds 25 pounds; running, kneeling, lying in the prone position, as well as lifting ambulance stretchers with medically-distressed people on same, carrying dragging, moving victims away from danger with or without assistance.

REQUIRED QUALIFICATIONS (Minimum)

The qualifications required would generally be acquired with an Associates Degree or equivalency (60 credit hours) at an accredited college/university; or two years full time active military experience; or a Connecticut certified police officer.

SPECIAL REQUIREMENTS

State of Connecticut Certification as Police Officer.  
Valid Motor Vehicle Operator's License.

**February 1996**