

EMPLOYMENT OPPORTUNITY

Police Officer

Position: Full-time Department/Group: Midway Police Department

Travel Required: 90% Location: Midway, Florida

Essential Job Functions

1. Performs police work of considerable difficulty in protecting life and property, suppressing and detecting crime and serving the community.
2. Work assignments include patrol, traffic or criminal investigations or other specialized functions on an assigned shift.
3. Responds to calls and complaints involving automobile accidents, burglaries, neighborhood disturbances, domestic violence situations, reckless drivers, vandalism and other misdemeanors and felonies; makes decisions as appropriate.
4. Secures the scene of a crime or accident; administers, first aid; lifts latent prints, gathers and identifies evidence, makes photographs a diagram on the scene; obtains witnesses; and makes arrests.
5. Conducts criminal investigations of homicides, rapes, burglaries, robberies, frauds, thefts, assaults, vices and other crimes. Responds to calls in an off-duty capacity when required.
6. Inspects vacant buildings, businesses, schools and unoccupied residences to prevent burglary, vandalism and other crimes.
7. May be assigned to special details to include parades, VIP escorts, public events or others as assigned.
8. May perform specialized patrols to include motorcycle, horse, bicycle, canine, etc.
9. Interviews persons with complaints/injuries; attempts to make proper disposition or directs them to the proper authorities.
10. Gathers information on crimes and offenses through interviews and interrogations.
11. Serves warrants, summonses, subpoenas and other legal notices; issues traffic citations; and prepares traffic accident and criminal offense reports.
12. Assists citizens with motor vehicle problems when requested.
13. Works with social service agencies with the care and placement of neglected and physically and sexually abused children.
14. Transport prisoners to and from jail, court, doctor appointments and other destinations. Administers breathalyzer tests or conducts polygraph tests when assigned.
15. Operates & maintains various types of police equipment utilized on the job.
16. Complies daily and monthly statistical data of individual activity. Studies and analyzes crime patterns, and performs critical on-site security analyses of buildings and surroundings.
17. Researches and/or locates information as requested; prepares memos and reports on a variety of topics.
18. May be assigned to perform duties of higher or lower level classifications in this or related class series and/or perform duties on a temporary or acting basis in accordance with the Departmental Policy and Procedures
19. Receives complaints and/or requests for service from the public or others; secures the necessary information And/or refers them to the proper authorities; and counsel's citizens who come into the office.
20. Performs other related duties as required.

Minimum Qualifications

This position is subject to the City of Midway's Drug and Alcohol Testing Policy which includes: pre-employment testing, post-accident testing, random testing, reasonable suspicion testing, return to duty testing, and follow-up testing. High school diploma or equivalent; AA or higher level and completion of the State Basic Training Academy or equivalent academy; Considerable knowledge of modern law enforcement principles, procedures, techniques, and equipment; Considerable knowledge of applicable laws, ordinances, and department rules and regulations; Extensive knowledge of City's geography. Ability to train and supervise subordinate personnel; Ability to perform work requiring good physical condition; Ability to communicate effectively orally and in writing; Ability to establish and maintain effective working relationships with subordinates, peers, supervisors and the general public; Ability to exercise sound judgment in evaluating situations and in making decisions; Ability to follow and give verbal and written instructions.

Organization Status/ Supervisory Responsibilities:

Under the direction of and responsible to the Police Captain.

Interested applicants should submit applications, resumes, cover letters, and references electronically to Sabrina Evans, Administrative Clerk at sevans@midwayfl.com