

**STATE OF NEBRASKA
LAW ENFORCEMENT TRAINING CENTER
CORE JOB DESCRIPTION**

JOB TITLE: BASIC LAW ENFORCEMENT OFFICER

GENERAL STATEMENT OF DUTIES:

Under regular and close supervision, provides basic law enforcement services within the mission, goals and objectives of an employing law enforcement agency and consistent with governing federal, state, and local laws and rules and regulations.

EXAMPLES OF ESSENTIAL FUNCTIONS AND TASKS

A. Essential Function – Respond to and Conduct Initial and Complete Investigation of Various Crimes and Events.

Essential Tasks:

1. Conduct neighborhood canvass to collect crime-related information, identify witness, etc.
 2. Interrogate/Interview suspects.
 3. Observe suspect/interviewee behavior to recognize deception, deceit, manipulation, etc.
 4. Interview complainants, witness, etc.
 5. Use basic listening skills while conducting interviews to ensure full understanding of person's words.
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1. Use state, local and national criminal information systems to obtain crime/suspect related information.
 2. Use public records, e.g. motor vehicle, school, tax, police, etc. to locate missing or wanted persons.
 3. Use audio or video tape recorder to record statement or confession.

4. Talk with law enforcement personnel to obtain or provide assistance in investigations and to exchange information.
5. Talk with supervisor to determine if follow-up investigation is necessary.
6. Write down confessions or other statements from suspects, victims, and witnesses.
7. Review facts of case to determine whether case is criminal or civil matter.
8. Review statute of limitations to ensure proper enforcement action.
9. Review records and pictures to identify suspects.
10. Review facts of case to identify elements and ensure proper charges.
11. Conduct legal research in state and local laws, etc. to determine proper charges or practice.
12. Develop field contacts and intelligence sources.
13. Fill out Field Intelligence/Interview Reports.
14. Conduct field interview of suspicious person.
15. Recognize and define elements of individual criminal charges.
16. Respond to crime-in progress call.
17. Serve as back-up officer at scene.
18. Conduct **preliminary** investigation (be first responder to) various felony and/or misdemeanor crimes)
19. Be first responder to various non-criminal calls for service.

B. Essential Function – Protect Crime Scene and Collect Evidence and Information

Essential Tasks:

1. Secure crime scene, i.e. establish security perimeter.
2. Examine evidence from crime scene to determine relevance.

3. Observe crime scene to determine need for processing by specialist, e.g. evidence technician.
4. Follow departmental procedure and state law to dispose of or release property or evidence no longer needed.
5. Locate and protect possible trace evidence.
6. Fill out forms or tags to document chain of custody of evidence.
7. Collect and package (bag and tag) evidence and/or property.
8. Photograph and/or videotape crime or crash scene.
9. Recognize and properly handle illegal and/or hazardous materials, e.g. drugs, chemicals, etc.
10. Describe in written form the location of physical evidence at a crime scene.
11. Use identifying numbers (e.g. serial, product, etc.) and descriptions to trace stolen goods.
12. Describe persons to other officers (e.g., suspects, missing person).

C. Essential Function – Arrest and Detain Persons

Essential Tasks:

1. Exercise discretion (choice) in selecting appropriate enforcement action.
2. Execute arrest warrants.
3. Request verification of warrants before execution.
4. Advise persons of constitutional (Miranda) rights.
5. Patrol locations which are potentially physically hazardous (e.g., construction site, prohibited areas, etc.)
6. Prepare written reports to record injuries to prisoners or persons in custody.
7. Observe physical condition/appearance of prisoners and/or persons in custody to assess need for medical attention.

8. Observe persons in custody to determine whether they are intoxicated or in medical distress, i.e. diabetes, etc.
9. Talk with families of juvenile suspects or defendants to advise, inform, notify, etc.
10. Take mentally impaired persons into custody for involuntary mental health evaluation.
11. Arrest persons with a warrant.
12. Arrest persons without a warrant.
13. Handcuff suspects or prisoners.
14. Take into custody person detained by citizen or merchant.
15. Fill out forms to document arrestee's communicable disease(s).
16. Make arrest without warrant at scene of domestic violence.
17. Handcuff resisting person.
18. Handcuff passive person.

D. Essential Function – Conduct Search and Seizure

Essential Tasks:

1. Fill out seized property inventory resulting from a search warrant.
2. Use special protective equipment and weapons to participate in high risk entries.
3. Conduct full search of arrested persons.
4. Conduct frisk or pat down.
5. Prepare affidavit for search warrant.
6. Plan conduct of warrantless search.
7. Search automobile under independent probable cause.
8. Search automobile incident to arrest.

9. Conduct warrantless search of premises or property in hot pursuit, with or without consent, incident to arrest, etc.
10. Seize contraband, weapons and stolen property from suspects.

E. Essential Function – Provide Emergency Assistance

Essential Tasks:

1. Verify the identity of deceased persons.
2. Recognize signs of suicide risk in prisoner or arrested person.
3. Contact Mental Health resource (program, facility, etc.) to obtain help for mentally ill and dangerous person.
4. Administer cardio-pulmonary resuscitation (CPR) to adult.
5. Administer mouth-to-mouth resuscitation.
6. Use airway pocket mask to help resuscitate person.
7. Apply basic first aid in emergency circumstances.
8. Participate in evacuation of areas endangered by explosive or toxic gases, liquids, chemical hazards or other spilled materials.
9. Participate in evacuation of buildings and surrounding areas in response to threat of explosion, e.g. bomb, natural gas, radiological, etc.
10. Conduct rescues of stranded persons during floods, ice storms, and other disasters.
11. Talk with persons attempting to commit suicide to get them to stop their attempt.
12. Use personal protective equipment, e.g. gloves, masks, glasses, etc. to prevent contact with communicable diseases, blood-borne pathogens, etc.
13. Look at and recognize vehicle placard and use appropriate resources, e.g. DOT Emergency Response Guide to identify hazardous material being transported.

14. Put on and take off emergency protective gear; e.g. breathing apparatus, gown, gloves, shoe covers, etc.
15. Use fire extinguishing equipment to put out fires.
16. Participate in large scale area search and rescue operations.
17. Transport mental persons.
18. Advise persons of constitutional (Miranda) rights.
19. Dispose of contaminated clothing, sharps, etc. according to standard practice.
20. Respond to and control scene involving barricaded subject.
22. Conduct search of area or building to locate bomb or other explosive device.
23. Use illuminators to safeguard scene.
24. Observe and report possible terrorist activity.
25. Respond to and control critical incident, e.g. shooting, hazmat, terrorist event, natural disaster, etc.

F. Essential Function – Respond to and Conduct Motor Vehicle Crash Investigations

Essential Tasks:

1. Inspect vehicles involved in crash to assess damage, cause, etc.
2. Search for, protect and collect physical evidence at motor vehicle crash scene.
3. Control Spectator/media access at any scene.
4. Investigate motor vehicle crash to determine causes or factors contributing to a crash.
5. Collect facts of motor vehicle crash to determine charges.
6. Field sketch diagram of motor vehicle crash.
7. Diagram motor vehicle crash scenes for final report.

8. Control traffic at scene of crash investigation.
9. Follow agency procedures or state statutes to impound and inventory vehicles.
10. Identify, locate and interview owners, witnesses, and others involved in motor vehicle crash.
11. Describe motor vehicle damage in motor vehicle crash to complete report.
12. Assess need for and organize emergency assistance for motor vehicle crash (e.g. wrecker, ambulance, sand truck).
13. Take measurements at motor vehicle crash scene (e.g., triangulation, baseline, coordinate and combination, etc.)

G. Essential Function – Enforce DUI and Other Nebraska Motor Vehicle Laws

Essential Tasks:

1. Use P.B.T. to Identify DUI suspect.
2. Administer field sobriety tests, e.g. Standardized Field Sobriety Test, Gaze NYSTAGAMUS, etc.
3. Contact hospital, lab, physician to obtain blood or other chemical tests.
4. Arrest DUI suspects.
5. Fill out DUI arrest and administrative reports.
6. Use speed enforcement devices to clock vehicle speed.
7. Follow suspect vehicle to observe traffic violations.
8. Inspect driver's license to determine if valid or altered.
9. Review/Consider facts of case and State Motor Vehicle Code to select most appropriate charge and/or enforcement action at crash scene or vehicle stop.
10. Check motor vehicle records to verify title, license information, and registration.

11. Watch moving vehicle to visually estimate excessive speed.
12. Conduct low speed pursuit of motorist refusing to stop.
13. Check commercial vehicle for dangerous or illegal cargo.
14. Enforce and explain passenger restraint laws.

H. Essential Function – Operate an Emergency Vehicle

Essential Tasks:

1. Operate vehicle to transport prisoner.
2. Conduct driving maneuver to physically force offending vehicle off roadway.
3. Inventory and test assigned patrol equipment and vehicle, e.g. lights, siren, radio, etc.
4. Operate vehicle at night without lights.
5. Engage in high speed **pursuit** in congested area.
6. Engage in high speed **response** in congested area.
7. Engage in high speed **pursuit** off road.
8. Engage in high speed **response** off road.
9. Engage in high speed **pursuit** on open road.
10. Engage in high speed **response** on open road
11. Operate patrol vehicle to escort emergency vehicles
12. Operate patrol vehicle in heavy rain.
13. Operate patrol vehicle on dirt/gravel covered road.
14. Operate patrol vehicle on ice/snow covered road.
15. Operate patrol vehicle at night.

I. Essential Function – Execute Motor Vehicle Stop and Investigate Occupants.

Essential Functions:

1. Execute stop of motor vehicle and approach and talk to operator and passengers.
2. Observe operator's eyes, body movements, actions, etc. to evaluate capability to operate vehicle.
3. Activate emergency equipment and direct violator vehicle out of moving traffic to execute unknown risk stop.
4. Conduct/execute high risk vehicle stop.
5. Watch occupants of stopped vehicle to identify unusual or suspicious actions.
6. Operate videotape camera and equipment to record actions of criminal or motor vehicle suspects.
7. Investigate suspicious vehicle.

J. Essential Function – Use Physical Force and Exertion to Perform Duties

Essential Tasks:

1. Forcibly place resisting person in cell.
2. Forcibly remove resisting person from cell.
3. Use force as necessary and appropriate in apprehension of criminal suspects.
4. Remove persons on premises illegally.
5. Hold flashlight while performing various law enforcement duties.
6. Defend oneself from position on ground.
7. Use fists to defend oneself.
8. Perform strenuous physical activities in a series, e.g. sprint, run upstairs, wrestle, pull, carry, etc.

9. Perform duties wearing full duty gear
10. Perform duties wearing body armor for extended periods of time
11. Break up fights between two or more persons
12. Carry by yourself an immobile **child**
13. Carry by yourself an immobile **adult**
14. Carry with someone else an immobile child on a stretcher or other device
15. Carry with someone else an immobile adult on a stretcher or other device
16. Drag by yourself an immobile child
17. Drag by yourself an immobile adult
18. Drag with someone else an immobile child
19. Drag with someone else an immobile adult
20. Pull person out of a vehicle through window or open door to effect rescue
21. Use defensive tactics to control or take suspect down
22. Tackle a fleeing suspect
23. Subdue physically attacking person
24. Subdue person resisting arrest
25. Use body pressure points to control person
26. Bend over/kneel to search under vehicle
27. Grip person tightly to prevent escape/control movement
28. Disarm violent armed suspect
29. Physically remove person from vehicle who is resisting arrest
30. Strike person with straight baton
31. Strike person with expandable baton

32. Use controlling technique to gain compliance
33. Use submission holds to control person
34. Use chemical/OC spray to control person(s)
35. Continue functioning while under effects of OC spray/chemical agents
36. Use face mask to prevent contact with chemical agents
37. Perform physically demanding duties for extended periods of time without meal or comfort breaks

K. Essential Functions – Develop and Maintain Positive Comments and Interpersonal Relations

Essential Tasks:

1. Interview members of public by telephone to obtain detailed information about complaints or request for service.
2. Comfort emotionally upset persons.
3. Use voice and words to calm a situation, send message, etc.
4. Use and adjust language appropriate to listener.
5. Maintain concentration while many people speak to you simultaneously.
6. Maintain personal calm to prevent making situation worse.
7. Fill out affidavits and reports to document citizen's complaint.
8. Communicate with non-English speaking persons.
9. Negotiate release of hostages held by barricaded subject.
10. Talk with people on beat, patrol area, district, etc. to establish positive relationship.
11. Transport juveniles to home or detention facility as appropriate.
12. Develop and maintain effective relations with court personnel/officials.
13. Recognize person's culture and adjust manner of communication accordingly to ensure understanding.

L. Essential Function – Write and Read Reports and Other Work Related Documents and Materials

Essential Tasks:

1. Prepare arrest-related paperwork, e.g. Nebraska Uniform Citation, Criminal Complaints and Affidavits, Offense and Incident Report, Arrest Form, etc.
2. Summarize in writing the statements of witnesses and complainants.
3. Read court and legal papers to determine meaning and proper law enforcement response, e.g. restraining and protection orders, etc.
4. Use computer word processing programs and equipment to prepare reports.
5. Dictate narrative reports containing complete sentences and paragraphs (e.g., investigative reports, supplemental/follow-up reports).
6. Write in-depth narrative reports containing complete sentences and paragraphs (e.g., investigative reports, supplemental/follow-up reports).
7. Write reports consisting primarily of check-off boxes or fill-in blanks (e.g. incident report, accident report, etc.).
8. Write field notes to record actions, interviews, etc.
9. Read and comprehend municipal/county/tribal codes and ordinances
10. Read and comprehend State Criminal Code
11. Read and comprehend Motor Vehicle Code
12. Read and comprehend departmental bulletins
13. Read and comprehend training manuals, e.g. handouts
14. Read and comprehend department rules and regulations, policies and procedures, and operations manuals
15. Read and comprehend textbooks on policing or legal matters

12. Read and comprehend Rules of Criminal Procedure, e.g. Search and Seizure, Rules of Arrest, etc.
13. Read, comprehend and apply various written materials under stressful circumstances demanding rapid response
14. Read and comprehend legal documents, e.g. orders, pleadings, disposition, etc.
15. Read and comprehend whiteness's affidavits, sworn statements and testimony
16. Read and comprehend the U.S. Constitution
17. Read and comprehend Law Enforcement Code of Ethics
18. Read and comprehend road signs, controls and markings

M. Essential Function – Present Evidence and Testimony

Essential Tasks:

1. Confer with prosecuting attorney's office prior to testimony regarding case.
2. Confer with prosecuting attorney's office regarding or to obtain warrant authorization from judge/magistrate.
3. Present evidence and testimony in legal and/or administrative proceedings e.g. arraignment, Preliminary Hearing, Trial, Grand Jury, etc.
4. Read/Review case reports and notes to prepare for court testimony.

N. Essential Function – Intervene in and Control Human Conflict

Essential Tasks:

1. Intercede in domestic disputes to resolve, maintain peace, protect persons, etc.
2. Observe crowds at large gatherings (e.g., concerts, fairs, athletic events, strikes) to detect problems or illegal activity.
3. Speak to hostile groups to quiet them.

4. Consult with social service agencies to resolve/clarify problem or get help for child, adult, family, etc.
5. Control non-violent crowds.
6. Speak confidently to project control, self assurance, etc.
7. Speak plainly/clearly to encourage understanding.
8. Locate and observe crowd agitators.
9. Use chemical agents and other riot equipment, e.g. Pepper Fogger.
10. Warn or counsel offenders instead of arresting them.
11. Offer alternatives to resolve conflict between disputants.
12. Negotiate agreements to solve conflict.
13. Use body language to project control and influence situation.
14. Observe person's body language to assess attitude, intentions, etc.
15. Maintain courteous relationship with citizens to foster positive relationship.
16. Advise battered spouse/domestic partner rights.
17. Transport battered spouse/domestic partner to shelter.
18. Accompany spouse/domestic partner to pick up belongings.

O. Essential Function – Use Deadly Force in Performance of Duties

Essential Tasks:

1. Discharge firearm from moving vehicle (not including training).
2. Discharge firearm from protective cover position (not including training).
3. Discharge firearm in low light conditions, e.g. at night, in darkened room, etc. (not including training).
4. Draw weapon to protect self or third party.

5. Recognize stealth weapons.
6. Use “less than lethal” force alternatives, e.g. taser, bean bag, etc.
7. Fire weapon in self-defense at attacking or dangerous animal.
8. Participate in firearms training.
9. Detain person at gun point.
10. Unload various firearms (not including training).
11. Use protective equipment when involved with weapons training and/or qualifications.
12. Clean and inspect weapon.
13. Clear malfunction of various firearms (not including training).
14. Reload firearms under combat conditions (not including training).
15. Fire weapon in dark environment while using flashlight (not including training).
16. Discharge shoulder weapons, e.g. rifle, shotgun, etc. (not including training).

P. Essential Function – Perform Basic Law Enforcement Functions

Essential Tasks:

1. Apply ethical standards while performing law enforcement duties.
2. Escort (walk) persons in custody to various destinations, e.g. medical facility, court, etc.
3. Erect emergency traffic control signs/signals to divert traffic.
4. Place barricades on roadway to protect or secure crime or crash scene.
5. Stand guard to provide security in courtrooms, public buildings and adjacent areas.
6. Restrain unruly or violent individuals, remove from public areas and arrest if necessary.

7. Use flashlight, illuminated baton or hand signals to direct traffic.
8. Erect and operate roadblock.
9. Observe weather and road conditions to assess need for emergency equipment such as snowplows, sand trucks, etc.
10. Look for and identify suspect vehicle by color and description.
11. Observe moving vehicles to identify possible criminal activity, e.g. drug transportation.
12. Use spoken radio codes to communicate verbally.
13. Look at insignias, tattoos, clothing and their colors to identify possible gang affiliation, criminal suspects, etc.
14. Check and update status of wants, warrants, and stolen property through local, state and NCIC computer systems.
15. Participate in search for escaped person(s).
16. Escort money, valuables, or people to provide security.
17. Inspect patrol vehicle for weapons and contraband (i.e., before and after prisoner transport, shift change, etc.).
18. Smell and investigate unusual odors.
19. Hear and investigate unusual sounds or noises.
20. Monitor (listen to) department radio communications to stay aware of law enforcement activity.
21. Perform law enforcement duties in all weather and temperatures.
22. Patrol locations which are potentially physically hazardous (e.g., construction site, prohibited areas, etc.).
23. Impound potentially rabid domestic animals.
24. Track persons from scene (e.g., footprints in snow or mud)
25. Receive and evaluate requests for law enforcement service.

26. Follow department and state rules of privacy and security to control access to departmental records.
27. Disseminate information to news agencies according to procedure.
28. Issue citations for non-traffic offenses (e.g., local ordinances and state laws).
29. Advise crime victims of the procedures to pursue prosecution.
30. Deliver emergency messages (e.g., injuries, death).
31. Direct actions of law enforcement or public service personnel arriving to assist.
32. Guard person in custody outside detention facilities, e.g. court, medical facility, etc.
33. Communicate with deaf and/or mute persons.
34. Enforce court issued order (e.g., writs).
35. Pick up children as directed by court in custody matters.
36. Patrol schools and school property to provide security.
37. Perform directed (e.g. planned/structured) patrol assignments.
38. Take control of publicly intoxicated/disruptive person.
39. Search for person in darkened building or environment.
40. Recognize and enforce laws related to elderly abuse and neglect.
41. Recognize laws and limits on police powers crossing jurisdictional lines.
42. Respond to mutual aid request.
43. Maintain courteous relationship with citizens to foster positive relationship.
44. Search for missing children.
45. Recognize officer misconduct.
46. Report misconduct of other officers.

**EXAMPLES OF
DEGREES OF MAJOR PHYSICAL EXERTION
REQUIRED OF LAW ENFORCEMENT OFFICERS IN THE
STATE OF NEBRASKA**

1. Walk continuously for **4 hours**.
2. Stand continuously for **5 hours**.
3. Chase a fleeing suspect **700 feet**.
4. Run up **4 flights** of stairs.
5. Jump across an obstacle **5 feet** wide.
6. Jump down from a height of **6 feet**.
7. Climb or pull oneself over a **6-foot** barrier.
8. Push a **2-ton** vehicle **55 feet**.
9. Hold a **69-inch, 187-pound** person for **3 minutes** to control their movements.
10. Physically struggle by oneself with a **69-inch, 185 pound** person for **3 minutes**.
11. Jump over a **4-foot** barrier.

**EXAMPLES OF
EQUIPMENT USED TO PERFORM
OR IN THE PERFORMANCE OF ESSENTIAL TASKS**

1. Automobile
2. Straight Baton
3. Binoculars
4. Body Armor (hidden vest)
5. Intoxilyzer
6. Business Directory
7. Pepper Spray
8. Chemical Agent, e.g. Mace
9. Drug and Narcotic I.D. Field Kit
10. Evidence Processing Kit (fingerprint, moulage)
11. Gasoline Pump
12. Blood-Borne Pathogen Protective Equipment
13. First Aid Kit
14. Illuminators
15. Flashlight
16. Flexi-cuffs
17. Gas mask (bio-hazardous mask)
18. Handcuffs
19. Portable Police Radio (walkie-talkie)
20. Illuminated Traffic Baton
21. Photocopier (e.g., Xerox Machine)

22. Videotape Equipment
23. Fire Extinguisher Agents
24. Public Address System
25. Traffic Cones
26. Alley Light
27. Radar Unit
28. Rifle
29. Semi-automatic Pistol
30. Shoulder Weapon
31. Cellular Phone
32. Spotlight
33. Stationary Computer Terminal
34. Rolla-Tape
35. Tape Recorder
36. Police Vehicle Radio Equipment
37. Typewriter/Computers
38. Fax
39. Photographic Equipment, e.g. 35mm
40. Lights and Sirens
41. Marking Chalk
42. Protective Gloves
43. Tape Measure
44. Barrier Tape

**ENVIRONMENTS IN WHICH
NEBRASKA LAW ENFORCEMENT OFFICERS
PERFORM ESSENTIAL TASKS**

WEATHER:

Heat	Hail	Sleet	Dust
Rain	Snow	Smoke	Smog
Fog	Wind	Ice	Humidity
Darkness	Pollen	Sun/Glare	(-) 0-100 (+) Degrees
Rapid Environmental Change			

VEHICLE:

Air-Borne Contaminants/Enclosed Space	Heater
Air Conditioning	Open Windows
Ventilation	Seat Belt
Equipment/Limited Mobility	Glare
Vision Reduced/Obscured	Visibility
Irritating Fumes/Toxic Fumes	Radar Emissions
Worn Out Vehicles/Shocks/Brakes	Noise Extremes
Rapid Environmental change	Radio Frequency Emissions

INSIDE LAW ENFORCEMENT FACILITY:

Ventilation	Crowding	Heat/Cold
Light	CRT Screens	Toxic Fumes
Glare	Cigarette Smoke	Noise

INSIDE FIREARMS RANGE:

Noise	Smoke
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**LOCATIONS WHERE ESSENTIAL SERVICES ARE PROVIDED
INCLUDE THE FOLLOWING ENVIRONMENTAL HAZARDS:**

Dust	Heat	Cold
Noxious Odors	Air-Borne Pathogens	Noise
Drug Paraphernalia	Low/No Light-Dark	Fire
Human/Animal Waste	Exposed Wiring	Pollen
Unsafe Construction	Infectious Disease	Debris
Confined Spaces	Unsanitary Conditions	Crowded Conditions

**ENTRY LEVEL LAW ENFORCEMENT OFFICER
MAJOR KNOWLEDGES, SKILLS, ABILITIES AND OTHER
CHARACTERISTICS**

Written Communication: Ability to express ideas clearly, in writing, in good grammatical form.

- Knows basic grammar, usage, spelling, sentence and paragraph construction
- Skill in writing clear, concise, complete reports
- Skill in printing clearly
- Ability to write a thorough report, accurately documenting information gathered
- Willingness to write reports in a thorough, complete manner
- Skill in drawing neat, thorough, accurate diagrams

Oral Communication: Effectiveness of expression in individual or group situations (includes gestures and nonverbal communications)

- Skill in communicating effectively with fellow officers and the public
- Skill in adapting behavior and communication style to the needs of a particular situation
- Ability to communicate in clear, understandable manner using language appropriate to the situation

Judgment: Ability to reach logical conclusions based on the evidence at hand

- Skill in identifying suspicious behavior and potentially troublesome situations regardless of setting
- Skill in determining need for and use of reasonable force
- Ability to discriminate between normal and criminal activity, normal and suspicious conditions
- Ability to exercise good judgment and common sense; to discern the particular needs of a situation and to act accordingly in an appropriate and approved manner
- Ability to extricate facts from the verbiage and opinions gathered in a given situation
- Ability to change mind appropriately
- Ability to make decisions in situations where guidelines may not be absolutely clear; to act independently when appropriate
- Ability to discern the limitations of patrol officer's decision-making discretion in a given situation; when to seek assistance
- Ability to gather facts and to come to a reasonable conclusion (problem solving ability)
- Ability to develop a sixth sense for danger

- Ability to draw conclusions from accumulated past experience, intuitiveness
- Willingness to maintain objectivity, to keep personal prejudices out of investigations and reports, not forgetting what patrol officer's duty is
- Displays sound, practical, sensible judgment; common sense
- Intuition – immediate knowing or learning of something without the conscious use of reasoning; instantaneous apprehension
- Exercises appropriate discretion at all times
- Ability to set priorities in all situations and to proceed in a rational order from most to least important activity

Perceptual Retention: Ability to gain an understanding and awareness of what is occurring through use of the senses: seeing, hearing, tasting, smelling, feeling

- Skill in obtaining accurate description of person and property
- Skill in techniques of proper documentation and note taking
- Ability to understand oral instructions
- Ability to listen actively, with understanding, to the communication of others
- Ability to understand and comprehend radio messages and transmissions
- Ability to hear radio while other things are going on; always alert to one's own call and to what is occurring
- Ability to develop peripheral vision and visual acuity

Physical Agility: Ability to perform motor functions

- Skill in physical agility
- Skill in manual dexterity and motor coordination
- Ability to develop a sufficiently rapid reaction time to be able to perform successfully in situations demanding swift performance
- Ability to maintain a level of physical fitness and mental sharpness which will allow for satisfactory performance of all demanding tasks and duties

Reading Comprehension: Ability to read and understand the meaning and intent of written material

- Ability to understand written instructions
- Ability to read and understand complex technical writing

Leadership / Impact: Utilization of appropriate styles and methods in guiding individuals, commanding attention and respect

- Ability to maintain a command presence
- Ability to take charge in emergency situations
- Ability to remain empathetic, calm, professional, and dignified regardless of situation
- Ability to adapt personal behavior style to continually changing circumstances
- Ability to deal effectively with victims, family members, curiosity seekers and the press
- Ability to remain objective no matter what the circumstances and to conduct an investigation
- Ability to know where and when not to give ultimatums
- Ability to mediate disputes, keeping situations low key
- Ability to be tactful and courteous
- Ability to work through personality conflicts, e.g. peers and supervisors
- Gives appearance of self-confidence and pride; includes demeanor and voice
- Appropriately assertive with all kinds of people

Stress Tolerance: Stability of performance under pressure and opposition

- Ability to handle and coordinate all of the multifarious events occurring at an emergency scene
- Ability to deal with unpleasant situations, e.g. blood, dismemberment, foul odors, and to maintain a controlled and professional demeanor
- Ability to receive abuse in the form of language and behavior from members of the public and to behave in a professional and appropriate manner
- Ability to work alone and to handle adverse conditions
- Ability to accept fear and to keep it in perspective
- Self control; can control fear, anger, squeamishness; remain calm in stressful situations
- Willingness to work alternating shifts
- Can handle frustration and disappointment without losing professional perspective
- Willingness to accept periodic boredom and to keep it in perspective; to do repetitive work

Responsiveness to Control and Authority: Appreciation of need for control and authority

- Ability to follow orders
- Ability to follow chain of command
- Willingness to follow orders, perform tasks, and accept responsibility
- Willingness to learn new skills and techniques; to comply with changes introduced by supervisors

Emotional Maturity: Ability to assess one's own limitations, strengths and weaknesses

- Honesty and integrity – adheres to social, ethical and organizational norms
- Ability to take constructive criticism
- Ability to assess one's own limitations, strengths and weaknesses
- Knowledge about one's self
- Self-motivated to achieve; pride in work
- Displays a strong regard for safety of fellow officers
- Willingness to assist and support fellow officers
- Willingness to cooperate, communicate and coordinate with other individuals, units and departments
- Ability to follow through to the end of any investigation and/or inspection

Technical Knowledge, Skill and Ability: Level of understanding and ability to learn relevant technical information

- Knows how to operate vehicle or car
- Knows identifying characteristics of all types of vehicles operating in the community
- Ability to learn the skills and knowledges necessary for satisfactory performance of patrol officer tasks and duties
- Ability to perform mechanical reasoning functions necessary for mechanically related tasks and duties
- Ability to memorize
- Ability to use radio codes
- Ability to perform effectively a variety of job related tasks
- Keyboard skills
- Ability to relate an event to similar events and to recall suspects who do similar crimes