

Jurisdictional Class: Competitive
Adopted: March 29, 1982
Revised: May 3, 2010

CONSTABLE

DISTINGUISHING FEATURES OF THE CLASS: This position involves responsibility to preserve the public peace and to promote and preserve the public health, safety, comfort, welfare, and well being of the inhabitants. In some places, this position will supplement the regular police force of the area on those occasions when the manpower is insufficient to meet the demands of the police force. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Patrols the streets and all property for safety hazards and to observe the conduct of persons and to report any illegal activities to the appropriate law enforcement agencies;
Checks the doors and windows of buildings to be sure they are secure and that no persons have trespassed upon the property of others;
Issues warnings and/or appearance tickets to persons for traffic violations and appearance tickets for violations of local law, ordinances, and regulations;
Directs traffic during periods of emergencies or unusual traffic congestion;
Maintains order at parades or other public gatherings;
Maintains records and prepares reports as requested.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Thorough knowledge of the laws or ordinances assigned as a duty;
Thorough knowledge of the area assigned to patrol;
Ability to deal with people effectively;
Ability to follow instructions;
Sound judgment.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma.

NOTE: Experience in law enforcement may be substituted on a year-for-year basis for high school.