

POLICE OFFICER II

NATURE OF WORK IN THIS CLASS

This is journey-level police work in the protection of life and property through the enforcement of laws and ordinances. Performs the full complement of technical and specialized police work.

The employee works independently, coordinates tasks, and receives minimal supervision from superior officers. Employee normally is assigned to work as field patrol training officer, criminal, traffic, narcotics or juvenile investigator, and/or community relations/liaison officer. Work is in the form of inspections, examinations, discussions, and submission of reports.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed.)

Assists and/or investigates major traffic accidents and incidents of a criminal nature in an assigned specialty area applying appropriate police operational and law enforcement methods and techniques.

Patrols designated areas in a vehicle or on foot to observe, investigate, and/or respond to unlawful activities.

Enforces motor vehicle regulations using traffic monitoring and control techniques.

Serves as a community relations/liaison officer assigned to a village to promote crime prevention and law enforcement education.

Receives complaints and reports, provides the public with information and direction upon request or as needed.

Prepares reports on findings of investigations for review by supervisors.

Interviews witnesses and obtains evidence, apprehends and make arrests, and testifies in local and/or federal courts as an expert witness in complex cases.

Assists Police Officer I's and Police Officer (Trainees) on police methods and techniques through both formal and on-the-job training to ensure compliance with laws, department rules and regulations, and other applicable directives and/or orders.

Performs related work and/or duties as directed or required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of applicable local and federal law enforcement laws, rules, regulations, policies and procedures.

Knowledge of the modern principles, practices, and methods of police administration and operations for the safe and efficient execution of assignments and response to emergency situations.

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Knowledge of the technical phases of crime prevention, law enforcement, rules of evidence, and related functions such as investigation, patrol, traffic control and safety, record keeping, care and custody of persons, and police training to effectively respond to emergencies, and/or execute arrests in the protection of life and property.

Knowledge of the techniques and methods for preserving evidence for use in investigations and criminal justice proceedings.

Ability to exercise sound discretion and initiative in the performance of duties.

Ability to act quickly and calmly in emergencies.

Ability to testify in court.

Ability to work under hazardous conditions; to work long hours; and to work under inclement weather.

Ability to communicate effectively.

Ability to exert physical force as required to perform the job (e.g. apprehend suspects).

Skill in administering first aid.

Skill in conducting investigations to obtain evidence and identify witnesses.

Skill in the use and operation of firearms, emergency vehicles, and police communication and technological equipment such as speed radar detection, alcohol level detection devices, narcotics identification testing kits, and other investigative tools and/or equipment.

MINIMUM EXPERIENCE AND TRAINING

- A. One (1) year of experience in the rank of Police Officer I or equivalent police work and fifteen (15) semester hours of college credits from a nationally accredited institution; **OR**
- B. Any equivalent combination of education, police training and experience which provides the minimum knowledge, abilities and skills.

(Note for Applicants: For career progression especially to the positions of Police Lieutenant, Captain, Major and Colonel, you are encouraged to complete college courses in the areas of Police Science, Criminal Justice Administration, Public Administration or closely related fields or disciplines, and review the minimum experience and training requirements.)

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NECESSARY SPECIAL QUALIFICATIONS:

- a) Must possess a valid Guam driver's license,
- b) Must possess a valid Guam firearms identification card if not currently employed as a government of Guam law enforcement officer [10 GCA §6.0101(a)];
- c) Must be at least eighteen (18) years of age;

In addition to meeting the NSQs above, The following requirements must be verified upon job offer:

- (d) Must be a United States citizen or a resident who is legally authorized to work within the United States and its territories;
- (e) Fingerprints on file;
- (f) Must not have been convicted in any civilian or military court of a felony, a crime involving moral turpitude, a crime of domestic or family violence, regardless of being pardoned or commuted by I Maga'láhen Guåhan regarding such conviction;
- (g) A police officer dismissed for cause shall be permanently ineligible for reappointment to any position in the Department. An officer who resigns for the sole purpose of negating or averting a pending or anticipated disciplinary action to dismiss the officer may be ineligible for reappointment;
- (h) Must have good moral character as determined by a background investigation;
- (i) Must be free of any physical, emotional or mental conditions, which might adversely affect the performance of duty as a peace officer;
- (j) An oral interview selection examination;
- (k) Must submit to and pass a drug screening test, including but not limited to a urinalysis test;
- (l) Psychological testing; and
- (m) Passage of a polygraph examination.

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ESTABLISHED: January 1974

AMENDED: November 1982
 July 1984
 December 1989
 August 1991
 August 1998
 August 2002
 January 2009
 November 2009
 May 2012

PAY GRADE: JL

STATUTE: §77114, Title 10 Guam Code Annotated

HAY EVALUATION:	KNOW HOW:	D I 2	155
	PROBLEM SOLVING:	C 3 (25%)	38
	ACCOUNTABILITY:	C 1 S	50
			<u>240</u>

This standard revises and supersedes the standard established January 1974 and amended November 1982, July 1984, December 1989, August 1991, August 1998, August 2002, January 2009 and November 2009.

Benita Manglona

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 Department of Administration