

POLICE OFFICERJob Summary

Serves as a police officer as defined in RSA 105 (Laws of the State of New Hampshire). Performs responsible law enforcement duties including patrol, investigations, traffic control, and a variety of other duties designed to preserve peace and order within the community, to protect life and property, detect and apprehend violators of the law and insofar as the officers presence may enable him to prevent crime. The Lisbon New Hampshire police officer also carries out numerous service functions such as providing escorts for businesses within the community and emergency assistance to the residents and transients of the town in the event of natural or manmade disaster.

Supervision Received

Works under the general supervision of a Field Training Officer, Corporal, Sergeant, Lieutenant or the Chief of Police who makes general assignments as to area covered, is assigned specifications to be worked, specific cases to be taken under long term investigation, etc.

Duties are performed independently and much of the workload is self-generated during patrol. The officer is called upon to make specific and independent judgment in meeting emergency situations and in determining the lawful and appropriate course of action.

Supervision Exercised

The Lisbon, New Hampshire Police Officer will on specific occasion exercise supervisory control of special or part-time officers of the Department when called upon to do so.

Examples of Duties

(The foregoing list of examples of police officers duties is not intended to convey the total scope of duties required by the individual officer.)

1. Patrols in an assigned area or throughout the Town of Lisbon, New Hampshire in a Lisbon police vehicle, is held responsible for the preservation of the peace and order and the protection of life and property within the town. Checks overall security of vacant homes and buildings, periodically checks business establishments and public places for violations of the law and takes appropriate enforcement action. Confronts suspicious persons and situations and determines appropriate action.

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2. Negotiates settlements between emotionally upset and often irrational persons involved in domestic disputes, drunkenness, unlawful entries, larcenies, vandalisms, assaults, etc., and where appropriate, arrests law violators.
3. Receives dispatch orders and responds to calls for service, emergency situations and crimes. Takes charge of crime scenes, conducts an appropriate investigation until relieved by higher authority. Exercises knowledge of state law, federal law, United States Supreme Court decisions and town ordinances in determining legal justification for arrest, search and seizure, investigations, custody, etc.
4. Directs activities at accident and disaster scenes, renders first aid to victims and restores traffic to normal. Investigates traffic accidents to determine cause. Periodically directs and/or monitors vehicular traffic to insure safe and steady flow. Stops motor vehicles where appropriate and issues traffic citations or arrests for violations. Administers breathalyzer test to motor vehicle operators arrested for driving while intoxicated. (Must be certified breathalyzer operator to do this.)
5. Investigates crimes and/or suspected criminal acts to identify, locate, apprehend and prepare for prosecution those persons charges with committing crimes. Performs activities, utilizing specialized skills and equipment for the purpose of developing, collecting and processing legal supporting evidence and information relating to criminal activities, examines crime scenes, collects physical evidence, interviews witnesses and suspects. Determines the extent of criminal activity and the need for further police assistance. Prepares written reports of the activities, investigations and arrests as required.
6. Maintains a log of activities and any intelligence information which comes to the officer's attention. Works with other law enforcement officers and agencies to facilitate the flow of information between other police agencies within the state and nation. Engages in undercover investigations and stakeouts. Conducts follow-up investigations and unsolved crimes.
7. Is responsible for the completeness and accuracy of all necessary reports. Testifies in court. Assists the general public in rendering aid and/or/directions. Advises the citizen of the criminal law and related statutes.
8. Escorts the transportation of money, medicine, blood or other materials as required, transports or escorts dignitaries. Gives safety and crime prevention talks as assigned. Performs other related duties as required.

POLICE OFFICER (page 3)Knowledge, Skills and Abilities

Working knowledge of modern police science techniques, methods and procedures and the ability to carry them out.

Knowledge of Federal, State and local laws and ordinances.

Knowledge of United States and State Supreme Court decisions affecting the function of the police officer.

The ability to analyze situations quickly and objectively to determine the proper course of action.

The ability to utilize self-defense techniques and firearms.

The ability to safely operation a police cruiser under emergency situations.

The ability to maintain effective working relationships with other law enforcement agencies, other town agencies, fellow employees and the general public.

Physical effort involved frequent standing and/or walking and occasional strenuous positions when apprehending law violators. Working conditions may be disagreeable due to variable climactic conditions, emotional stress and exposure to hazards which could result in disability or death.

Qualifications Required

Applicants seeking employment as an employee of the Lisbon Police Department must meet the following basic entry-level requirements:

1. Be at least 18 years of age.
2. Be a United States citizen.
3. Have obtained a high school diploma or New Hampshire General Educational Development (GED) certificate.
4. Pass an NCIC and fingerprint check.
5. Pass a character and background check.

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6. Never have had a felony conviction in any state or country which has not been pardoned or annulled.
7. Not have multiple misdemeanor convictions so as to indicate a disregard for the law.
8. Not have a misdemeanor conviction which has not been pardoned or annulled, and which is serious enough to cast doubt on his/her fitness to be a police employee.
9. Not suffer from a serious mental disorder.
10. Not have been dishonorably discharged from the military services.
11. Not have been discharged under other than honorable conditions if the conditions would cast doubt on his fitness to be a police employee.
12. Not make a material false statement in the application process.
13. Not have been suspended or discharged by an employer for reasons which would cast doubt on his fitness to be a police employee.
14. Not use illegal drugs or have a past history of illegal drug use which would cast doubt on his fitness to be a police employee.

In addition, if a fulltime officer applicant, he must:

1. Pass a physical examination by a licensed physician who attests he is able to engage in a rigorous program of physical training.
2. Pass the Council's pre-entrance physical agility test, in order to be admitted to the NH Police Training Academy and successfully complete the fulltime certification training program.

(Any one position may not include all of the duties listed, nor do the listed examples include all duties which may be found in positions of this class.)