

RESERVE OFFICER

CODES/PAY RANGE

Class Code: 3149

EEO Code: D

FLSA: NE

Pay Range:

MAJOR FUNCTION

Responsible work of a general public safety nature with a primary emphasis on providing support to the operational functions. In addition to protection of life and property and the routine enforcement of laws and regulations.

The Sheriff/Director of the Department of Public Safety shall appoint individuals to the classification of Reserve Deputy. These appointments will be in the **Unclassified Service** and are **EXEMPT** from certain portions of the Merit System Rules and Regulations relating to appointment, separation and pay.

ILLUSTRATIVE DUTIES

(NOTE: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment of the position.)

Answers a wide variety of calls and complaints involving automobile accidents, domestic disturbances, misdemeanors or felonies.

May perform duties of a school resource officer.

Serves writs, warrants, summonses and civil papers.

Enforces traffic laws and regulations on all roads within Volusia County.

Conducts preliminary investigations, obtains witnesses and evidence, makes arrests and transports prisoners to and from confinement areas.

Testifies in court relative to arrests made.

Maintains the records and equipment assigned to and related to specific areas of assignment.

Develops proficiency in specialized areas of assignment.

Performs related work as required.

(Reserve Officer continued- 2 of 3)

KNOWLEDGE, ABILITIES AND SKILLS

Skill in the operation, maintenance and use of specialized police equipment.

Knowledge of local laws, ordinances, rules and regulations effective in the County. Knowledge of first aid methods and general emergency methods. Considerable knowledge of the geography of the County including its political subdivisions and road network.

Ability to keep informed of the current changes in all applicable laws, ordinances, rules, regulations, and procedures. Ability to interview witnesses, gather evidence and assist in investigations. Ability to testify in court in a professional manner relative to arrests or other police matters. Ability to comprehend and execute written and oral instructions. Ability to adapt to a wide variety of assignments as needed with proper instructions.

MINIMUM QUALIFICATIONS

Graduation from high school or completion of the GED and completion of the Minimum Standards Course required by the Florida Criminal Justice Standards and Training Commission for police officers.

Must meet the qualifications for employment set forth in section 943.13, Florida Statute which includes: Being at least nineteen (19) years of age; A citizen of the United States; A high school graduate or its equivalent; Not have been convicted of any felony or misdemeanor involving perjury or a false statement; Have received a dishonorable or undesirable discharge from any of the Armed Forces of the United States; Have his/her processed fingerprints on file with the employing agency; Have passed a physical examination by a licensed physician based on specifications established by the commission; Have a good moral character as determined by a background investigation under procedures established by the Commission.

Must possess a valid Florida Driver's License at the time of appointment.

ADA REQUIREMENTS:

Prior to appointment all eligibles will be required to meet the stringent medical standards established by the County of Volusia. As part of the pre-employment medical examination eligibles will be required to participate in the Drug Screening Program.

Physical Demands: Heavy to Very Heavy work. Ability to run a minimum of fifty (50) yards. Ability to climb a minimum of six (6) feet. Ability to jump a minimum of six (6) feet. Ability to drag, lift, carry a minimum of 150 pounds. Ability to crawl a minimum of ten (10) yards.

Ability to swim a minimum of fifty (50) yards with a flotation device.

Ability to operate emergency vehicles. Ability to traverse all types of terrain, i.e. urban, woods, swamp, hills. Ability to use restraints, i.e. handcuffs, hobble. Ability to sit for long periods of time. Ability to bend, crouch, reach, see, hear, smell, pull, push, stand, kneel, handle, stoop, balance, talk, feel; finger dexterity.

(Reserve Officer continued - 3 of 3)

Ability to perform shift work, 24 hours a day, seven (7) days a week.

Environmental Demands: Inside and outside work. Ability to tolerate inclement weather including heat, humidity, rain, cold, fog, sleet. Possible exposure to hazardous materials and conditions; toxic conditions, fumes, odors, noise, vibration, dust, confined areas, animal/human waste.

Mental Demands: Ability to read and comprehend professional and technical manuals, procedures, journals and documents; legal documents; maps and layouts; memos, reports, summaries and evaluations. Ability to perform basic mathematical functions. Ability to write complex documents relaying information, data, and details. Ability to speak clearly and concisely to layman.

Revised 10/94